Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Wilson Montessori School

MEETING #: 006
LOCATION: Wilson Montessori School
DATE / TIME: February 9, 2015 at 5:00pm

ATTENDEES: (those marked with a check were present)

- Beth Bonnette, Principal
- Jodi Aserkoff, Elem. Teacher
- Melissa Bohls, Lower Elem. Teacher
- Jeff Mollhagen, Teacher
- Deborah Cogley, Teacher
- Wendy Freed, Early Childhood Teacher
- Debra Loewenstein, Teacher
- R. Robbins, Teacher
- Ernesto Alfaro, Parent
- Elizabeth Eriksen, Parent
- David Jans, Parent
- Amber Moncla, Parent
- Ken Smart, Parent
- Patsy Cavazos, School Support Officer
- June Spencer, Friends of Cherryhurst Park
- David Funk, HISD Fac. Design
- Brian Alling, HISD Project Manager
- Parra Camilo, Neighborhood citizen
- Michelle Dudley, Pfluger Architects
- Meredith Reed, Smith & Company Architects
- Terry Smith, Smith & Company Architects
- R. Robbins, Teacher
- Terry Smith, Smith & Company Architects
- Ernesto Alfaro, Parent
- Elizabeth Eriksen, Parent
- David Jans, Parent
- Amber Moncla, Parent
- Ken Smart, Parent

PURPOSE: The purpose of the meeting was to update attendees on progress to date on the project.

AGENDA:
- Review architectural examples of Pfluger and Smith & Company Architect projects with features and scope similar to what is anticipated for Wilson Montessori's construction project.
- Review Project Advisory Team (PAT) and other project team personal work calendars to schedule upcoming tours through other area Montessori campuses.
- Review what to expect at the next PAT Meeting.

DISCUSSION:
1. Mr. Brian Alling, HISD Project Manager, welcomed the Project Advisory Team (PAT) members and thanked them for attending the meeting.

2. As requested in last month’s PAT meeting, the architect teams from Pfluger and Smith & Company presented slide images of two of their Houston area schools. These images were requested as visual examples of 21st Century school components used in their other area schools.
3. Ms. Michelle Dudley of Pfluger Architects shared a slide show of Frostwood Elementary School from Spring Branch ISD. Several elements of that project which were noted are:
   a. The Frostwood ES plan utilizes student work areas in the corridors outside the classrooms. The work areas have a counter along the wall with storage cabinets above the counter and a window in between the counter and upper cabinet. This provides a view in and out of the classroom and allows students to see and be seen when working at the counter.
   b. The floor plan is organized into grouped ‘pods’ with clusters of classrooms grouped together of the same-grade level.
   c. The computer labs are designed to be similar to a typical computer/electronics store typically seen in shopping malls. Computers and tablets are tethered to the furniture via a cable and left out for ease of student access.
   d. Frostwood ES has only one science lab in this plan for use by upper grade levels.
   e. The auditorium and stage area is in the cafeteria dining area.
   f. The PE class at Frostwood is designed to be typically held outside under a covered hard-surface play area.
   g. The campus uses hand wash basins/sinks located in the hallways adjacent to entrances into the restrooms. The PAT attendees commented this was a great idea to aid in monitoring and supervising students when washing their hands.
   h. Porcelain tile floors were primarily used in hard-surface areas. A wood-pattern porcelain tile was used in the dining area and PAT attendees noted they liked this element of design.
   i. Frostwood ES is approximately 110,000 square feet for 800 students and cost approximately $18.9 million in 2011 when it was bid.

4. Mr. Terry Smith of Smith & Company Architects shared a slide show of South Early College High School (SEC) from Houston ISD. Several elements of that project which were noted are:
   a. SEC is a project which is in the early stages of construction.
   b. SEC is designed as a science-focus campus where the curriculum and design were based on science instruction.
   c. The campus design for this campus is 56,000 square feet for approximately 400 students.
   d. There is a Community Room in the SEC design which is located adjacent to the building main entry vestibule. This location allows for after-hours use by community groups without having to open the entire school.
   e. SEC has a large operable wall between the dining and PE areas of the large central room. For public events and presentations for the entire student body, the operable wall can be opened to make the dining and PE into one large common space.
   f. There currently is no stage planned for the SEC campus. Therefore, the campus plans to purchase a removable stage/platform system.
g. SEC campus is designed into small clusters called ‘Neighborhoods’. Each cluster grouping has a CTE lab, a resource/reading room and several labs/offices, etc.

h. SEC is designed without any student lockers and with the intent students would not use traditional textbooks.

i. SEC neighborhoods each have a room which utilizes an operable glass wall which allows the room to open into adjacent ‘flex-use’ in the circulation hallway and allows for larger group instruction when needed.

5. During this meeting, it was discussed what the PAT should expect during the next phase of the project as the design begins for the renovations and additions for Wilson Montessori. Several comments were made from PAT attendees which relate to this upcoming design phase of the project. These comments were raised for the project design team to keep in mind when beginning design work.
   a. Restrooms and other areas of the building shared by both early-childhood grades and those in 7th and 8th grade will need both sizes of water-closets (toilets) and other similar accommodations for this mixed group of students and their varying needs.
   b. Wilson Montessori is currently a Harris County precinct polling location, but does not have a public/community room for voting booths to operate in. So, voting has to occur upstairs in the auditorium room which requires voters to sign in at the reception desk and walk through the school upstairs to auditorium on school days when public voting is scheduled. This is a security concern and one the campus would like to see addressed with the new design.

6. For the upcoming design charrette tentatively scheduled for March 2nd and 3rd, several PAT members cited conflicts with their work schedules and noted preference not to have to ask for time off from work. Also, for the Wilson 7th and 8th grade instructors who are part of the PAT, school day meetings limit their ability to meet at the same time or have class coverage since they are the only teachers for those grade levels. The architect noted he is scheduled to be out of town for those dates as well. Therefore an alternate design charrette date and format was proposed for Saturday, March 7th at 9am at the offices of Smith & Company Architects. All PAT members and consultants noted they were willing to meet on this weekend and commented this was actually preferred over a weekday meeting. Brian Alling was asked to confirm if this change could be approved by HISD Bond office and to then send a meeting invitation as confirmation to PAT members for whatever date and location is approved.

7. Due to upcoming design charrette dates and to ensure the next PAT is attended by all available members, attendees agreed to change the next PAT meeting to Tuesday, March 10th, 2015 at the same time and location.
QUESTIONS/ANSWERS:
  1. None

ACTION ITEMS:
  6.01 Brian Alling to discuss with HISD Bond Office, the PAT’s request to change the meeting date, time and location for the upcoming design charrette.
  6.02 Principal Beth Bonnette agreed to set up local school tours for Friday, February 20th to visit the School of the Woods and also proposed another Friday afternoon to schedule a tour of Walnut Bend and/or Daily Elementary schools. A calendar invitation will be sent to HISD Project Manager, Principal, Architect and those with PAT and other HISD staff who may wish to participate. Photographs will be taken during the tours and shared at upcoming PAT meeting for any who are unable to participate in the tour.

WHAT TO EXPECT AT THE NEXT PAT MEETING:
  1. The PAT will be presented with design charrette update and images for review.
  2. The PAT will review photo images of any local schools toured.

NEXT PAT MEETING: Tuesday, March 10, 2015 at 5:00 pm at Wilson Montessori Library.

Please review the meeting minutes and submit any changes or corrections to the author. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Brian S. Alling
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