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

MEETING #: 019
LOCATION: Wilson Montessori School
DATE / TIME: September 12, 2016; 5:30pm
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
- Diana Gibson-Johnson School Support Officer
- Dr. Esther Omogbehin Chief Support Officer
- June Spencer Friends of Cherryhurst Park
- Justin Kilbride Drymalla Construction
- Dinah Eghan-Wiafe HISD Designer
- Brian Alling HISD Project Manager
- Parra Camilo Neighborhood citizen
- Terry Smith Smith & Company Architects
- Meredith Reed Smith & Company Architects
- Charles Shepherd Smith & Company Architects
- Michelle Dudley Pfluger Architects
- Stefi Santa Cruz Pfluger Architects
- Martin Brennan Pfluger Architects

PURPOSE: The purpose of the meeting was to update attendees of the project status.

AGENDA:
- Review status of the project in construction
- Discuss possible dates and agenda for future Community Meeting presentation
- Questions and Answers

DISCUSSION:
1. Mr. Brian Alling, HISD Project Manager, welcomed the attending Project Advisory Team (PAT) members and thanked them for their time. This month’s PAT meeting was scheduled to provide a status update of the project progress to date.

2. Mr. Alling introduced Mr. Justin Kilbride, Project Manager with Drymalla Construction and who will be overseeing the Wilson Montessori project’s construction for Drymalla.

3. Mr. Alling and Mr. Kilbride shared an update of the main project’s status:
a. The leased multi-room classroom building is scheduled to be moved into later this week on October 16th. Electrical connection is needed first and will follow by inspections by the City of Houston permitting and inspections department.

b. Based on expected approval by the City of Houston later in the week, the teachers are scheduled to move into the newer 10-room temporary building on Friday, September 16th.

c. The temporary parking lot for Wilson Montessori staff is scheduled to be installed the following week and ready for staff use the week of October 3rd.

d. After the classrooms are moved out of the existing temporary buildings, the contractors will begin the process of mobilizing on site and begin setting up construction safety fence barriers and preparation to begin construction.

e. The existing portable buildings are scheduled to be demolished by the contractor beginning mid-October.

f. Construction on the main building addition is scheduled to begin in early November.

4. Principal Bonnette indicated to the attendees she has begun discussions with the HISD Bond Communications Department to plan a Ground Breaking Ceremony event in early November.

**QUESTIONS/ANSWERS:**

1. None

**ACTION ITEMS:**

1. None

**WHAT TO EXPECT AT THE NEXT PAT MEETING:**

1. The PAT will be presented with project construction progress updates. Now that the project is in the construction phase, PAT meetings are typically held quarterly throughout the project. An invite for the next meeting will be sent via email when a date for the PAT is confirmed.

**NEXT PAT MEETING:** The next PAT meeting date is scheduled for late fall semester of 2016 (date TBD).

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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