



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Cynthia Ann Parker Elementary School
HISD Music Magnet School

MEETING #: 37
LOCATION: Parker Elementary School
DATE / TIME: August 17, 2017, 3:00 PM
ATTENDEES: Lori Frodine, Principal; **Bryan Berry**, Assistant Principal; **Heather Grosso**, Teacher; **Carol Kehlenbrink**, Magnet Coord.; **Alean Zufall**, School Administrator; **Katy Rodgers**, Teacher; **Gregory Kabay**, Teacher; **Dale Harrison**, Teacher; **Julie Dickson**, Teacher; **Catherine Quinn**, Librarian; **Jocelyn Mouton**, Chief School Officer; **Josh Vanlandingham**, Parent; **Paul Zider**, Parent; **Christian Sheridan**, Brave/Architecture; **Mel Butler**, Program Director (URS); **Steven Redmond**, HISD – Program Manager (URS)

PURPOSE: Discussions will focus an update on the progress of construction on the project.

AGENDA:

- Discussions with the Program Manager
- Construction update: Activities on site, Look-Ahead Schedule
- Open Discussion
- What to expect at the next PAT Meeting, October 2017

DISCUSSION:

1. Program Manager:
 - a. Welcome to all the PAT members and welcome to Jocelyn Mouton, the new Chief School Officer for Parker.
 - b. Construction moves forward with a January occupancy planned.
2. Construction Update (Construction Manager is not in attendance):
 - a. Roof installation is our current trade on the critical path. Installation is now 65% complete. Roof completion is anticipated by the end of the month.
 - b. The Contractor will provide the district with a recovery schedule before the end of the month.
3. Discussion with the Architect:
 - a. Graphics for the Lion logo were provided to the PAT.
4. Open Discussion;



- a. Principal asked that our paint specification be checked for finish. Satin / Eggshell is the best finish for kids. (The architect arrived later and confirmed that our specification is consistent with the PAT request)
 - b. Still concern expressed on the completion of the project for January occupancy.
 - c. The Program Manager confirmed that smart boards in the elementary school will be adjustable for height to address the ergonomics of the youth.
 - d. The Principal has requested confirmation that one of the computer labs will be outfitted with PC's and the other with MACs. The budget for the school will dictate the final disposition, but the Program will do what they can to meet the school's desires.
 - e. The Librarian has requested that the Learning Commons be outfitted with MACs.
 - f. The PM scheduled a tour of Lee (Wisdom) HS for demonstrating the performance hall outfitting with lighting and acoustics. The Board has approved a list of additions to the project that include enhanced PA/Sound System and Enhanced Lighting.
5. A Faculty tour has been arranged by the Construction Project Manager for August 25, 2017 at Noon.

ACTION ITEMS:

- 33-01 Construction Contractor will produce a recovery schedule that demonstrates how the contractor will make up for the lack of progress. (Construction Contractor)
- 32-01 Architect will prepare illustrations / images to depict the Library, Mascot location and accent wall utilization in the classroom. (Architect) **COMPLETE**

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Update of the construction progress and tour of the construction site for Faculty.

NEXT PAT MEETING:

The next meeting will be on Thursday, October 12, 2017 at 3:30 PM.

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

Sincerely,

Steven Redmond, AIA, Program Manager
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