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

**MEETING #: 008**  
**LOCATION:** Wilson Montessori School  
**DATE / TIME:** April 13, 2015 at 5:00pm  
**ATTENDEES:** (those marked with a check were present)  

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Beth Bonnette</td>
<td>Principal</td>
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<tr>
<td>Jodi Aserkoff</td>
<td>Elem. Teacher</td>
<td></td>
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<tr>
<td>Melissa Bohls</td>
<td>Lower Elem. Teacher</td>
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<tr>
<td>Jeff Mollhagen</td>
<td>Teacher</td>
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<tr>
<td>Deborah Cogley</td>
<td>Teacher</td>
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<tr>
<td>Wendy Freed</td>
<td>Early Childhood Teacher</td>
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<tr>
<td>Debra Loewenstein</td>
<td>Teacher</td>
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<tr>
<td>R. Robbins</td>
<td>Teacher</td>
<td></td>
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<tr>
<td>Ernesto Alfar</td>
<td>Parent</td>
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<tr>
<td>Elizabeth Eriksen</td>
<td>Parent</td>
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<tr>
<td>David Jans</td>
<td>Parent</td>
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<tr>
<td>Amber Moncla</td>
<td>Parent</td>
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<tr>
<td>Ken Smart</td>
<td>Parent</td>
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<tr>
<td>Patsy Cavazos</td>
<td>School Support Officer</td>
<td></td>
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<tr>
<td>June Spencer</td>
<td>Friends of Cherryhurst Park</td>
<td></td>
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<tr>
<td>David Funk</td>
<td>HISD Planner</td>
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<tr>
<td>Bob Myers</td>
<td>HISD Designer</td>
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<tr>
<td>Brian Alling</td>
<td>HISD Project Manager</td>
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<tr>
<td>Parra Camilo</td>
<td>Neighborhood citizen</td>
<td></td>
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<tr>
<td>Terry Smith</td>
<td>Smith &amp; Company Architects</td>
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<tr>
<td>Meredith Reed</td>
<td>Smith &amp; Company Architects</td>
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<tr>
<td>Michelle Dudley</td>
<td>Pfluger Architects</td>
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<td>Stefi Santa Cruz</td>
<td>Pfluger Architects</td>
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<tr>
<td>Martin Brennan</td>
<td>Pfluger Architects</td>
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**PURPOSE:** The purpose of the meeting was to update attendees of the project status.

**AGENDA:**
- Review of what to expect at the design charrette
- Questions and answers from PAT and project team

**DISCUSSION:**
1. Mr. Brian Alling, HISD Project Manager, welcomed the Project Advisory Team (PAT) members and thanked them for their time and participation in the project design process.

2. Mr. Alling reviewed the design charrette schedule with the meeting attendees and discussed the
general timeline and goals for the two-day event.
   a. The charrette is scheduled to take place over two dates.
      i. The evening of April 29, 2015 will be the first of two dates when the Wilson Montessori
         team will meet with other project teams representing other HISD school campuses.
      ii. This first day will primarily focus on an overall review of the process and campus
          specific project design challenges. The PAT will meet with the architect and HISD
          project managers to help define the issues and identify campus priorities as well as
          concerns needing to be addressed by architect team.
      iii. The second charrette date will be May 2, 2015 and will take place all morning and
           extend into mid-afternoon of this same day. During this date, the architect team will
           share several design solutions developed in response to the issues shared during the
           first charrette day. The PAT will have opportunity to review and provide feedback to the
           architect team and advise of any preferences for the ideas presented. During the
           second charrette date, representatives from the different project teams will also share
           with the rest of the group their design solutions and solicit feedback from other PAT and
           campus team members. It is the intent of this sharing of design solutions other teams
           may benefit with other different ideas to consider for their own campus designs.
      iv. The final goal of the design charrette is to achieve an agreed upon general design
          direction for the project which will be used and further developed for the project during
          the schematic design phase.

QUESTIONS/ANSWERS:
1. Ms. Michelle Dudley of Pfluger Architects asked a few questions to the campus staff for clarification of
   some of the noted Education Specification document and campus program requests. Principal
   Bonnette provided the following clarification items:
   a. The campus has need for approximately 90 total parking spaces (including 62 current staff,
      plus other future additional employees and part-time staff). The Wilson staff currently uses on-
      site parking as well as perimeter street curb parking. Mr. Alling clarified the project budget and
      Bond program scope does not provide for reworking the campus parking or bus/parent drives.
      The only changes to existing campus parking, drives, etc. planned for in this project would be
      those required to provide access to the scheduled new building additions.
   b. Ms. Bonnette clarified the campus design scheme should provide the same number of
      playground areas and structures currently existing on site. No additional areas are required.
      The existing covered metal shade structure is the size the campus prefers, and if relocated or
      replaced, the new structure should be sized similarly.
   c. Additional administrative offices, a relocated library space or other spaces currently called for in
      the Education Specification could be located in the current kitchen location if the kitchen is
      relocated. The campus administrators are open to alternative design solutions as long as
      campus security and student safety remain paramount.
   d. The programmed space for stem robotics does not have to have its own individual room; this
      program could be housed in the new dining room and scheduled for class before or after dining
lunch periods.
e. Principal Bonnette and her 7th and 8th grade instructors in attendance at this PAT meeting on this date agreed the campus does not need a full competition gym for any of their grade levels nor for their middle school curriculum needs. A tall space is all that is required.

f. The campus administration confirmed they need thirteen (13) early childhood classroom areas, ten (10) pre-k and four (4) seventh and eighth grade classroom areas. Principal Bonnette noted the current existing room sizes are acceptable for use and she wants only the newly constructed areas to be designed for the district’s larger district standard sized rooms.

**ACTION ITEMS:**
8.01 None at this time.

**WHAT TO EXPECT AT THE NEXT PAT MEETING:**
1. The PAT will be presented with an update and images developed during the upcoming design charrette.

**NEXT PAT MEETING:** Due to the scheduled May 2nd design charrette, there will not be a May PAT meeting. The next PAT meeting will be scheduled for Monday, June 8, 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**
Project Manager
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