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

MEETING #: 012
LOCATION: Wilson Montessori School
DATE / TIME: August 10, 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 Planner
- Bob Myers  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 project status in current design phase
- Discuss the upcoming community meeting
- Questions and Answers
- What to expect at the next Project Advisory Team (PAT) meeting

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 informed the attendees the architect team had reviewed the earlier projected project construction and design costs. The Smith & Company Architect team indicated they had confirmed the use of temporary classroom buildings, and the design of the new addition and scheduled renovations of the existing main campus building is in line with the bond project budget.
3. Ms. Michelle Dudley of Pfluger Architects presented the building design site and floor plans reviewed in previous PAT meetings as a visual reminder for this meeting’s attendees. Several comments made regarding the floor plan design were:
   a. The ‘new-mom’s-room’ in the clinic area has been shifted closer to the main corridor for ease of access as the campus and PAT had previously requested during last month’s PAT meeting.
   b. The clinic office and cot-area will be modified to allow for exterior window daylight in the cot area. The campus noted a preference and approval for this idea to increase daylight in the clinic area.
   c. Principal Bonnette noted the Principal’s office in the design is located adjacent to the clinic and said she liked this location. She asked to add a door between the office and into the clinic area to serve as an alternate back-door access into the Principal's office as well as better enabling her to assist with students in the clinic when needed. The door between the Principal's office and clinic would need to be locked to prevent students and staff from entering into the Principal's office unannounced.
   d. Principal Bonnette requested the designers to plan adding as many interior and exterior windows into new classrooms as possible to improve daylight into the building.
   e. Mr. Alling reminded the PAT members the bond project funds are planned for the new addition, some site improvements and a small portion of interior remodeling in the existing building. The existing building areas are projected to be limited to the painting of corridor walls, new room name signage graphics and potentially upgrading the existing campus PA and fire alarm systems as the budget may allow. The campus requested to add painting of all existing classrooms in the project scope if contractor pricing is in the construction budget.
   f. The existing stage area on the second floor is scheduled to remain essentially in its current condition after the designed renovations are complete. Once the new classrooms and corridor are laid out in the space in upcoming design review submittals, the campus would like to ensure the space is secure and add a cross-corridor new wall and locking doors in the classroom area.

4. Mr. Terry Smith of Smith & Company Architects presented several slide images showing views of various buildings in the community surrounding the Wilson Montessori campus. This portion of the presentation was intended to open conversation and solicit input from the PAT attendees.
   a. The new addition at Wilson Montessori will reflect a more modern and contemporary design than the current main campus constructed in the early 1900's.
   b. Most of the buildings located near Wilson are multi-story contemporary styled residences with simple shapes, varying materials, and the use of sun shades over windows.
   c. Brick, glass and metal wall panels are planned to be the primary exterior building materials used for the new addition.
   d. The brick will be a contrasting color differentiating the new addition from the existing original campus building structure.
   e. The PAT and campus indicated a preference for some color in the new addition but clarified also they do not want primary colors or shapes that resemble alphabet blocks.
QUESTIONS/ANSWERS:
1. None

ACTION ITEMS:
None

WHAT TO EXPECT AT THE NEXT PAT MEETING:
1. The PAT will be presented with a proposed site plan showing where temporary portable classroom buildings scheduled for use during the construction period.

NEXT PAT MEETING: The next PAT meeting will be Monday, September 14, 2015 at 5:30 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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