



**CONSTRUCTION AND FACILITY SERVICES (CFS)**  
3200 Center Street, Houston TX 77007-5909

**Facilities Planning**

**Project Advisory Team Meeting Minutes**

**Grady Middle School PAT**

**MEETING NO.:** 010

**LOCATION:** Grady Middle School

**DATE / TIME:** January 14, 2014, 1:30 p.m.

**ATTENDEES:** Gretchen Kasper-Hoffman, Principal; Carolina Weitzman, Natex Architects; John Haugen, Natex Architects; Robert Barrera, Rice and Gardner Consultants, Inc, HISD Program Manager; Anthony Payne, Natex Architects; Steve Hoyt, HISD Sr. PM; Mary Lynn Khater, Parent; Mirrat Noon, PTO; David Pursell, Parent; Ellecia Knolle; Heidi Prince

**PURPOSE:** The purpose of this meeting was to review the progress of the design development phase for Grady Middle School as prepared by Natex Architects.

**AGENDA ITEMS:**

- Review refinement of overall design - Natex
- What to expect at the next PAT meeting

**NOTES:**

1. John Haugen, Natex Architects presented the progress of the design.
  - a. A plan option for enclosing an area on the second floor area was presented. This area is currently a roof area for the space on the first floor. The cost to enclose this area and utilize the space on the second floor is minor.
  - b. A proposed construction phase circulation plan was presented and discussed.
  - c. A proposed plan for the student pick-up and drop-off area was presented. Temporary sidewalks will be provided by the contractor as needed.
  - d. Interior elevation studies were presented. Identification of each of the three hallway entries to each house was discussed. Identification graphics, such as vinyl graphics with number words in different languages are preferred.
2. John Haugen, Natex Architects presented the following options.
  - a. Interior glass wall options were discussed. Butt joint glass, storefronts and a 30" drywall partition with a storefront on top (pony wall) were illustrated.
  - b. The 30" pony wall options for the house directly next to the main hallway were discussed.
  - c. Options for the wall panel system were discussed. Marker boards and tack boards were shown as they would appear on the panel board system.
  - d. Mobile Smartboards are preferred to wall mounted Smartboards.
  - e. Elevations to the restroom entries were shown. Porcelain tile flooring samples were shown.
  - f. Student desks will have hooks for backpacks.
  - g. A storage area for student's heavy coats was requested.
  - h. The challenge of how to secure technology devices during PE was discussed.
  - i. Sterling Structures will be invited to the next PAT meeting.

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**ACTION ITEMS:**

1-01 Continue with design development. (Natex)

**NEXT MEETING:** Next meeting will be held on February 11, 2014 at 1:30 pm.

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

Sincerely,

Robert Barrera, Jr.  
Senior Project Manager  
HISD – Construction & Facility Services  
3200 Center Street, Houston, TX 77007  
Phone: (713) 556-9300

Attachment: