



**Minutes**  
**2012 Bond Project Advisory Team (PAT) Meeting**  
**Askew Elementary School**

**MEETING #:** 023

**LOCATION:** Askew Elementary School

**DATE / TIME:** April 14, 2016, 4:30pm

**ATTENDEES:** (those marked with an “x” check were present)

	Amanda Polk	
	Derek Blair	cre8 – Project Architect
X	Beverly Fisher	Secretary
	Dawn Danowski	Teacher
	Earle Taylor	Technologist
X	Ebony Cumby	Principal
X	Fatima Spinner	Teacher
X	Jane Farley	Teacher
X	Jennifer Major	Parent/Community
X	Karen Calhoun	Teacher
	Kathy Geer	Registrar
X	Raul Ruiz	Assistant Principal
	Scott Bounds	Vanguard Magnet Coordinator
X	Veronica Pina	Vanguard Magnet Secretary
X	Rick Sperandio	Community Member

	Bankhead, Dan	HISD – Facilities Design
X	Taylor, Scott	Division One
	Helen Spencer	HISD – Communications
X	Funk, Dave	HISD - Facilities Design
	Carlos Ramirez	HISD - SSO
X	Weis, Tom	Division One
X	Michael Scott	HISD Bond – Senior Project Mgr.
X	Dinah Wiafe	HISD Bond – Design Mgr.
	Mike Huang	cre8 – Design / PA
	Amber Moncla	cre8 – Design / PA
X	George Watanabe	cre8 – Project Manager
	Matisia Hollingsworth	HISD Bond – Senior Manager
	Rebecca Kiest	HISD - Communications
X	Nicole Moore	HISD - SSO

**PURPOSE**

The purpose of this meeting was to review and discuss further Floor Plan Revisions, Updated Construction & Site Logistics Plan, and update on remote parking.

**AGENDA ITEMS:**

- Introductions
- Review and discuss Floor Plan Revisions
- Review Updated Construction and Site Logistics Plan Presentation and Update
- Remote Parking Lot Update
- What to expect at the next Project Advisory Team meeting?



## NOTES:

- Michael Scott, Senior Project Manager with the HISD Bond Office, welcomed visitors and members to the meeting.
- Mr. Scott then introduced George Watanabe, Principal with cre8 architects who presented and reviewed with the PAT the 2<sup>nd</sup> floor plan which has been revised per the City of Houston (COH) building code. As a result of same, cre8 to reexamine the teacher's workroom, wet lab, visual arts, wet lab, and work room areas.
- Cre8 presented and reviewed the location of temporary electric in relation to the new location of the building on the site plan.
- Mr. Scott presented and reviewed with the PAT an alternate remote parking plan located at Westside Tennis Club (WTC) with provisions for the Askew staff to use via shuttle bus to and from parking lot.
- The PAT suggested the entrance/exiting from the WTC occur off of Briar Forest Drive in lieu of Wilcrest Drive. RGCI confirmed that item would be discussed further with WTC ownership.
- The Askew school staff discussed the possibility of adjusting bell times conducive to the shuttle bus schedule.

## Questions / Concerns

### Next Steps? What to expect at next Project Advisory Team Meeting? (May 12, 2016)

- Update on Remote Parking

### ACTION ITEMS - (May 12, 2016):

23-01 Remote Parking – RGCI(Michael Scott)

23-02 Community Meeting – cre8(George Watanabe)

**NEXT MEETING:** Thursday, May 12, 2016 - @ 4:30 pm

Please review the meeting minutes once posted and submit any corrections to Michael Scott. If no corrections are submitted with five (5) days from HISD posting, the minutes will be assumed to be accurate.



Sincerely,

Michael J. Scott, Sr.  
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