



Project Advisory Team Meeting Minutes  
Energy Institute High School

**MEETING NO.:** 005

**LOCATION:** Energy Institute High School

**DATE / TIME:** July 10, 2014, 4:30 pm

**ATTENDEES:** **Raul Alanis**, Teacher; **Clay Clayton**, HISD – Facilities Planning; **Valencia Dutton**, Teacher; **Jillian Estrella**, Teacher; **Amber Farias**, Student; **Ken Hutchens**, VLK Architects; **Lori Lambropoulos**, Principal; **Rene Flores**, STEM Specialist, **Noelle MacGregor**, Dean of Students; **Avin Pasalar**, Student; **Todd Lien**, VLK Architects; **Anne Papakonstantinou**, Math Specialist (Rice U); **Jim Jelliffe**, VLK Architects

**PURPOSE:** The purpose of this meeting was to approve the Space Descriptions.

**AGENDA ITEMS:**

- Introductions
- Review and approve Space Descriptions
- What to expect at the next Project Advisory Team Meeting

**NOTES:**

1. The PAT reviewed about half of the Space Descriptions room by room and requested some revisions by HISD Planning and the Architects. The revisions were made to the document during the meeting.
2. The PAT agreed to review the remaining Space Descriptions and return all comments to Lori Lambropoulos first thing Monday, July 14, 2014. Ms. Lambropoulos will compile and return to Ms. Harris/Mr. Clayton by noon. The comments would be incorporated into the final Educational Specifications then sent to all PAT members for their review and approval.
3. The PAT agreed to approve the Educational Specifications no later than Friday, July 18, 2014.

**QUESTIONS/COMMENTS:**

1. The PAT asked if the location for the new facility had been determined. *The District has not announced the location for the new facility but it has been reported that a decision will be made by the end of July.*

**ACTION ITEMS:**

- 2-01 Develop master schedule for school with 9<sup>th</sup> – 12<sup>th</sup> grade students. (Energy Administration)
- 5-01 Review draft Educational Specifications and forward to Facilities Planning no later than 7/14/14. (PAT)
- 5-02 Revise draft Educational Specifications and forward to PAT for final review and approval. (Facilities Planning)

**NEXT MEETING:** Design Charrette – Date and time to be determined  
PAT meeting – regularly scheduled date is Thursday, August 14, 2014 @  
4:30 p.m. but this will be confirmed at the Design Charrette

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

Sincerely,

LaJuan Harris, PMP  
Facilities Planner, Facility Planning  
HISD – Construction & Facility Services  
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