



Minutes 2012 Bond Project Advisory Team (PAT) Meeting Sharpstown International School

MEETING #: 009

LOCATION: Sharpstown International School Library

DATE / TIME: May 5, 2015 3:30pm

ATTENDEES: (those marked with a check were present)

✓	Thuy Le-Thai	Principal
	Clay Clayton	HISD
	Princess Jenkins	HISD
	Voltaire Archelus	IT
	Dan Bankhead	HISD
	Sue Robertson	HISD
✓	Spencer Wingate	RGCI
	Joshua Brown	Teacher
	Shannon Frank	Teacher
✓	Junrui Garcia	Teacher
	Abelardo Jaramillo	Teacher
	Addi Huevo	PTO
✓	Lora Smith	Teacher
✓	PingYu Adams	Dean
✓	Alice Retuer	Teacher
	Lina Sabouni	Autoarch Architects
✓	Michael Sabouni	Autoarch Architects
	Kedrick Wright	HISD Design

	Jennifer LeGrue	Teacher
	Mayra Muller-Schmidt	Teacher
	Susana Rodriguez	Teacher
	John V Sigren	Teacher
	Elaine White	Teacher
	Karen Adams	Nurse
	Jacqueline Cayton	Dean of Students
	James McSwain	Support Officer
✓	Berlinda Villanueva	Secretary
	Alexes Jennings	PTO
	Marienne Phillip	Library Clerk
✓	Lindsey Baker	Teacher
✓	Pam Hubbert	Dean
	Niftalem Tedest	Student
	Ida Platt	Dean of Students
	Nicci Cole	Teacher
✓	Miguel Salazar	Autoarch Architects
	Matisia Hollingsworth	HISD Sr. Manager

PURPOSE: The purpose of this meeting was to provide an update of the Schematic Design.

AGENDA:

- Introductions of the PAT members, HISD, Rice & Gardner and Autoarch representatives
- Schematic Design progress update
- What to expect at the next Project Advisory Team meeting

DISCUSSION:

1. Mr. Spencer Wingate, Rice & Gardner Consultants Senior Project Manager, welcomed the participants.
2. Mr. Wingate introduced Mr. Michael Sabouni and Mr. Miguel Salazar, Project Architect with Autoarch Architects. Mr. Wingate provided the following update:
 - The Schematic Design is still being developed and we anticipate having an approved Schematic Design by the time of the next PAT meeting.

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QUESTIONS/ANSWERS:

- Q1: Principal Le-Thai asked if it would be possible to create an exterior entry on the West side of the cafeteria to accommodate re-routing of students during construction. This entry, sidewalk and canopy would serve a future use to access the outside green area after construction is complete.
- A1: Mr. Wingate and Mr. Sabouni walked to the location and discussed the proposal and answered "yes", this is an item which should be incorporated into the project.

ACTION ITEMS:

In the Design Development phase, Mr. Sabouni will incorporate the permanent design of a sidewalk, canopy and exterior doors at the west exterior wall of the cafeteria.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. A discussion of the proposed schematic design presented by Autoarch Architects and further discussion from items discussed during this PAT meeting.

NEXT PAT MEETING: Tuesday, June 2, 2015 3:30 pm, Sharpstown International School 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,

Spencer M. Wingate

Program Manager

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