



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

MEETING #: 010

LOCATION: Sharpstown International School Library

DATE / TIME: June 2, 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
✓	L. Alfonso D.	PTO

	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, Mrs. Lina Sabouni and Mr. Miguel Salazar, Project Architects with Autoarch Architects. Mr. Sabouni and Mr. Salazar presented the design progress as follows:



- a. The design of the new flex labs addition was revised to include a 12 foot buffer space between the existing school and the addition. This separation was a requirement by the City of Houston code officials.
- b. The PAT reviewed the revisions to the flex labs addition. No objections to the revisions were noted by the group.
- c. The design of the front entry security vestibule was presented showing the allocation of the existing IT classroom as the new security check point.
 - i. Principal Le-Thai asked if the new security check point could be located within the new security vestibule space rather than taking over an existing classroom.
 - ii. The PAT and design team visited the main entry area and discussed the options available. All agreed to utilize the space within the security vestibule to locate the new security check point. The existing IT classroom will not be changed.
3. Mr. Wingate reminded the group that the first community meeting will be held on June 23, 2015.
4. With the approval of Principal Le-Thai, the next PAT meeting scheduled for July 7, 2015, will be cancelled. A statement of design progress will be sent to the group at that time.

QUESTIONS/ANSWERS:

None

ACTION ITEMS:

None

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. The July PAT meeting will be cancelled and a design progress update will be sent to the group.

NEXT PAT MEETING: Tuesday, August 4, 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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HOUSTON INDEPENDENT SCHOOL DISTRICT

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