



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

MEETING #: 013

LOCATION: Sharpstown International School Library

DATE / TIME: September 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
✓	Junrui Garcia	Teacher
	Addi Huezo	PTO
✓	Alexes Jennings	PTO
	L. Alfonso D.	PTO
	PingYu Adams	Dean
	Alice Retuer	Teacher
	Lina Sabouni	Autoarch Architects
✓	Michael Sabouni	Autoarch Architects
✓	Joy Smith	Teacher
✓	Dinah Eghan-Wiafe	HISD Design

	Susana Rodriguez	Teacher
✓	John V Sigren	Teacher
✓	Karen Adams	Nurse
✓	Jacqueline Cayton	Dean of Students
	Berlinda Villanueva	Secretary
✓	Pam Hubbert	Dean
	Ida Platt	Dean of Students
✓	Miguel Salazar	Autoarch Architects
	Matisia Hollingsworth	HISD Sr. Manager
✓	Gerardo Mendoza	Teacher
✓	Ana Gil-Mendoza	Teacher
✓	Bailey Glynn	Teacher
✓	Jessica Cortez	Clerk
✓	Ashley Bailey	Teacher
✓	Kyle Oheron	Teacher
✓	Robbin Green	Teacher

PURPOSE: The purpose of this meeting was to provide an update of the 60% Construction Document phase.

AGENDA:

- Introductions of the PAT members, HISD, Rice & Gardner and Autoarch representatives
- 60% Construction Document 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.
 - d. The IT server room was shown coordinated adjacent to the new office space at the main office.
3. Mr. Wingate reminded the group that the second community meeting will be held on October 6, 2015. Since that is the same day as the next scheduled PAT meeting, the October PAT meeting, with the approval of Principal Le-Thai, will be cancelled.

QUESTIONS/ANSWERS:

Q1: Principal Le-Thai asked if the location of the planned retention pond could be relocated.

A1: Mr. Sabouni answered that the location could easily be relocated and that we will coordinate a more preferable location.

ACTION ITEMS:

None

WHAT TO EXPECT AT THE NEXT PAT MEETING:

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

NEXT PAT MEETING: Tuesday, November 3, 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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