



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

MEETING #: 002

LOCATION: Sharpstown International School Library

DATE / TIME: October 7, 2014, 3:30pm

ATTENDEES: (those marked with a check were present)

✓	Thuy Le-Thai	Principal	✓	Janice McCarthy	Teacher
✓	Clay Clayton	HISD	✓	Mayra Muller-Schmidt	Teacher
	Princess Jenkins	HISD		Susana Rodriguez	Teacher
	Voltaire Archelus	IT		John V Sigren	Teacher
	Dan Bankhead	HISD	✓	Elaine White	Teacher
	Sue Robertson	HISD	✓	Karen Adams	Nurse
✓	Spencer Wingate	RGCI	✓	Jacqueline Cayton	Dean of Students
✓	Joshua Brown	Teacher		James McSwain	Support Officer
	Shannon Frank	Teacher		Berlinda Villanueva	Secretary
✓	Junrui Garcia	Teacher	✓	Alexes Jennings	PTO
	Abelardo Jaramillo	Teacher	✓	Marienne Phillip	Library Clerk
	Addi Huevo	PTO	✓	Lindsey Baker	Teacher
✓	Lora Smith	Teacher	✓	Pam Hubbert	Dean
✓	PingYu Adams	Dean	✓	Niftalem Tedest	Student
✓	Alice Retuer	Teacher			

PURPOSE: The purpose of this meeting was to prioritize the project objectives and present graphical representations of other projects for possible consideration.

HOUSTON INDEPENDENT SCHOOL DISTRICT

Construction and Facility Services • 3200 Center Street • Houston, Texas 77007-5909
www.HoustonISD.org • www.facebook.com/HoustonISD • www.twitter.com/HoustonISD



AGENDA:

- Introductions of the PAT members, HISD and Rice & Gardner representatives
- 21st Century Educational Facilities
- Criteria refinement activity
- What to expect at the next Project Advisory Team meeting

DISCUSSION:

1. Principal Thuy Le-Thai welcomed the participants and introduced Mr. Clay Clayton of HISD and Mr. Spencer Wingate of Rice & Gardner Consultants.
2. Mr. Clayton confirmed with Ms. Le-Thuy that the 2007 Bond Program Scope of Work was completed in its entirety.
3. At the request of the PAT, Mr. Clayton played the 2012 HISD Bond video describing New Tech High in Coppell, TX to demonstrate some of the more flexible design aspects of a 21st Century School. The video can be found by accessing: <http://hisdtv.org/new-tech-high-coppell/>
4. Mr. Clayton wrote the PAT's list of objectives on poster paper and requested the PAT's assistance in prioritizing them. Each PAT member was asked to place markers adjacent to the objectives they felt were most important to final product of the project. The results of this exercise was the identification of following priorities from most important to lessor important:
 1. Small and large assembly/collaborative areas
 2. Secured entry/exit doors
 3. Apple/Google-like work spaces
 4. Courtyard enclosure
 5. Courtyard for dining/outside dining
 6. Operable partitions
 7. Moveable furniture
 8. More green spaces
 9. Security vestibule
 10. Flexible furniture/moveable tables and chairs
 11. Various types of seating
 12. Better lighting
 13. Day lighting
 14. Renovation of main entry
5. In response to a question, Mr. Clayton noted that proposed design firms have been interviewed by the Selection Committee which included some Sharpstown International PAT members. Final selection is expected by the HISD Board of Trustees shortly. Once under contract, the Architect will be invited to attend the PAT meetings.

ACTION ITEMS:

- 2-01 Develop space requirements and narratives for the additional spaces included in the PAT's objectives (Facilities Planner)

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Introduction of selected design firm and further discussion on established objectives for the project deliverables.

NEXT PAT MEETING: Tuesday, November 4, 2014 3:30 pm, Sharpstown International School Library.

HOUSTON INDEPENDENT SCHOOL DISTRICT

Construction and Facility Services • 3200 Center Street • Houston, Texas 77007-5909
www.HoustonISD.org • www.facebook.com/HoustonISD • www.twitter.com/HoustonISD



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 Wingate

Program Manager

HISD – Construction & Facility Services

3200 Center Street, Houston, TX 77007

Phone: (713) 556-9347

Email: swingate@houstonisd.org

HOUSTON INDEPENDENT SCHOOL DISTRICT

Construction and Facility Services • 3200 Center Street • Houston, Texas 77007-5909
www.HoustonISD.org • www.facebook.com/HoustonISD • www.twitter.com/HoustonISD