

## Minutes 2012 Bond Project Advisory Team (PAT) Meeting Waltrip High School

**MEETING #:** 25

LOCATION: Waltrip High School DATE / TIME: June 22, 2015, 4:30pm ATTENDEES: (those marked with a check were present)

Condor, LuceroHOSA PAT Rep.Davis, NicholasRoberts, EmilyStudent Representative✓Dunn, KevinWaltrip PTARoberts, Jane AnnParent/Comm/PTA VP✓Enloe, Dr. JonCommunityRuedas, RosyRuedas, Rosy✓Espinosa, Jesse DBand DirectorRuffino, Darcy MAth Coord, PE TeacherEspinosa, SandyEvans, MichaelTeacherSalinas, Brandon JEvans, MichaelTeacherSanders, DerrickHISD-Sr. PMFlores, KristianStudentSantos, JonathanWaltrip Student; BandFord, EricHISD-Facility DesignSullivan, GaryAlumniGerstacker, SharonTeacher, AlumniSutton, TerryAlumni Assoc/Comm✓Gibson, Mary LTeacher, Dance✓Turner, JeffGover, Ashley✓Velarde, NitaTeacher✓Hanare (sp?), SarahTeacher/daycare parent✓Velarde, NitaHolland, DelindaCommunity✓Verma, JagdeepStaff MemberVillarreal, ElizabethParentWelch, Tommye✓✓Krause, SarahDaycare parent✓Witherspoon,		Adams, Debbie	Alumni Assoc.	] [	Leonard, Veronica	Teacher/Math Dept Chair
Barbee, KristieTeacher/Dept Chair Alumni✓Bigley, MichelleAsst. Director ChildcareMitchell, DalePrincipal✓Carolla, MelissaAsst. Director ChildcareMurrell, AlyStudentCastroena-Narvaez, AdrianaParent, Alumni AdrianaPeltier, LaurenCoach - Volleyball✓Clay, CatherineTeacherPratt, TomStaff Member✓Clay, CatherineTeacherQuiroz, Azeneth✓✓Condor, LuceroHOSA PAT Rep.Roberts, EmilyStudent Representative Roberts, Jane Ann✓Davis, Nicholas✓Roberts, Jane AnnParent/Comm/PTA VP✓Dunn, KevinWaltrip PTA✓Roberts, Jane AnnParent/Comm/PTA VP✓Espinosa, Jesse DBand DirectorRuedas, RosyEspinosa, SandyTeacherSalinas, Brandon JSanders, DerrickHISD-Sr. PMFlores, KristianStudentSantos, JonathanWaltrip Student; BandFord, EricHISD-Facility DesignSutton, TerryAlumniGerstacker, SharonTeacher, AlumniSutton, TerryAlumni Assoc/Comm✓Gover, Ashley✓Velarde, NitaTeacher✓Hanare (sp?), SarahTeacher/daycare parent✓Velrma, JagdeepStaff Member✓Velarde, NitaTeacherVillarreal, ElizabethParent✓Kelly, Dan V✓Welch, Tommye✓✓Krause, SarahDaycare parent✓Witherspoon,Tea		Ahmad, Ayesha	Teacher		Lisico, Dorinda	Parent
Alumni✓Bigley, MichelleAsst. Director ChildcareCarolla, MelissaCastroena-Narvaez, AdrianaParent, Alumni Adriana✓Clay, CatherineTeacherCondor, LuceroHOSA PAT Rep.Condor, LuceroHOSA PAT Rep.Condor, LuceroHOSA PAT Rep.✓Davis, Nicholas✓Epinosa, Jesse D✓Band DirectorEspinosa, Jesse DBand DirectorEspinosa, SandyTeacher✓Flores, KristianFlores, KristianStudentFord, EricHISD-Facility Design✓Gerstacker, Sharon✓Teacher, Alumni✓Gillis, Shelley✓Hanare (sp?), Sarah✓Teacher/ parent✓Holland, DelindaHolland, DelindaCommunity✓Verma, Jagdeep✓Staff Member✓Verma, Jagdeep✓Staff Member✓Velarde, Nita✓Teacher/ parent✓Verma, Jagdeep✓Staff Member✓Velarde, Nita✓Verma, Jagdeep✓Staff Member✓Velarde, Nita✓Verma, Jagdeep✓Staff Member✓Witherspoon,✓Witherspoon,✓Witherspoon,✓Witherspoon,✓Witherspoon,		Alexander, Rebecca			Meza, Joseph	
Carolla, MelissaChildcareCarolla, MelissaParent, AlumniAdrianaParent, Alumni✓ Clay, CatherineTeacherCnagcya, DaisyHOSA PAT RepCondor, LuceroHOSA PAT Rep.Davis, Nicholas✓✓ Dunn, KevinWaltrip PTA✓ Enloe, Dr. JonCommunity✓ Espinosa, Jesse DBand DirectorEspinosa, Jesse DBand DirectorEspinosa, Jesse DBand DirectorEvans, MichaelTeacherFlores, KristianStudentFord, EricHISD-Facility DesignGerstacker, SharonTeacher, Alumni✓ Gibson, Mary LTeacher, Alumni✓ Gover, AshleyTeacher, Dance✓ Hanare (sp?), SarahTeacher/daycare parent✓ Krause, SarahDaycare parent✓ Krause, SarahDaycare parent✓ Witherspoon,Teacher✓ Witherspoon,Teacher		Barbee, Kristie		$\checkmark$	Mitchell, Dale	Principal
Castroena-Narvaez, AdrianaParent, Alumni✓Clay, CatherineTeacher✓Clay, CatherineTeacher✓Cagcya, DaisyHOSA PAT Rep✓Condor, LuceroHOSA PAT Rep.✓Davis, Nicholas✓✓Dunn, KevinWaltrip PTA✓Espinosa, Jesse DBand DirectorEspinosa, Sandy✓✓Espinosa, Sandy✓Ford, EricHISD-Facility Design✓Gerstacker, SharonTeacher, Alumni✓Gibison, Mary LTeacher, Alumni✓Gibison, Mary LTeacher, Alumni✓Gover, Ashley✓✓Holland, DelindaCommunity✓Krause, SarahDaycare parent✓Krause, SarahDaycare parent✓Witherspoon,Teacher✓Witherspoon,Teacher	$\checkmark$	Bigley, Michelle			Murrell, Aly	Student
Adriana✓ Clay, CatherineTeacherCnagcya, DaisyHOSA PAT RepCondor, LuceroHOSA PAT Rep.Davis, Nicholas✓✓ Dunn, KevinWaltrip PTA✓ Enloe, Dr. JonCommunity✓ Espinosa, Jesse DBand DirectorEspinosa, Sandy✓Evans, MichaelTeacherFlores, KristianStudentStudentSantos, Jonathan✓ Gibson, Mary LTeacher, AlumniGover, Ashley✓✓Hanare (sp?), SarahHolland, DelindaCommunity✓Verma, JagdeepStaff MemberVillarreal, ElizabethParentWelch, Tommye✓✓Verma, JagdeepVelarde, NitaTeacherStaff MemberVillarreal, ElizabethParentWelch, Tommye✓Witherspoon,✓TeacherVillarreal, ElizabethParentVillarreal, ElizabethParentVelch, Tommye✓Villerspoon,Teacher		Carolla, Melissa			Peltier, Lauren	Coach - Volleyball
Cnagcya, DaisyHOSA PAT RepCondor, LuceroHOSA PAT Rep.Davis, NicholasReibenstein, Cindy✓Dunn, Kevin✓Dunn, Kevin✓Dunn, Kevin✓Enloe, Dr. Jon✓Espinosa, Jesse DBand DirectorEspinosa, Sandy✓Evans, MichaelFlores, KristianStudentFord, EricHISD-Facility Design✓Gerstacker, Sharon✓Gillis, Shelley✓Hanare (sp?), Sarah✓Holland, DelindaKelly, Dan V✓Krause, Sarah✓Krause, Sarah✓Daycare parent✓Witherspon,✓TeacherStaff Member✓Velarde, Nita✓Teacher/✓Velarde, Nita✓Teacher/✓Velarde, Nita✓Teacher/✓Witherspon,✓Teacher/✓Velarde, Nita✓Teacher✓Velarde, Nita✓Teacher/✓Velarde, Nita✓Teacher/✓Velarde, Nita✓Teacher✓Velarde, Nita✓Teacher✓Velarde, Nita✓Teacher✓Velarde, Nita✓Teacher✓Velarde, Nita✓Teacher✓Velarde, Nita✓Teacher✓ <td></td> <td></td> <td>Parent, Alumni</td> <td></td> <td>Pratt, Tom</td> <td>Staff Member</td>			Parent, Alumni		Pratt, Tom	Staff Member
Condor, LuceroHOSA PAT Rep.Davis, NicholasRoberts, EmilyStudent Representative✓Dunn, KevinWaltrip PTARoberts, Jane AnnParent/Comm/PTA VP✓Enloe, Dr. JonCommunityRuedas, Rosy✓Espinosa, Jesse DBand DirectorRuedas, RosyEspinosa, SandyEvans, MichaelTeacherSalinas, Brandon JEvans, MichaelTeacherSanders, DerrickHISD-Sr. PMFlores, KristianStudentSantos, JonathanWaltrip Student; BandFord, EricHISD-Facility DesignSullivan, GaryAlumniGerstacker, SharonTeacherSutton, TerryAlumni Assoc/Comm✓Gibson, Mary LTeacher, Dance✓✓Hanare (sp?), SarahTeacher/daycare parent✓Velarde, Nita✓Holland, DelindaCommunity✓Velarde, NitaJohnson, JerryStaff MemberVillarreal, ElizabethParentKelly, Dan VVWelch, Tommye✓✓Krause, SarahDaycare parent✓	$\checkmark$	Clay, Catherine	Teacher		Quiroz, Azeneth	
Davis, NicholasRoberts, Jane AnnParent/Comm/PTA VP✓Dunn, KevinWaltrip PTA✓Robinson, FrancineDirector Childcare✓Enloe, Dr. JonCommunity✓Ruedas, Rosy✓Espinosa, Jesse DBand DirectorRueffino, Darcy MAth Coord, PE TeacherEspinosa, SandyEvans, MichaelTeacherSalinas, Brandon JEvans, MichaelTeacherSanders, DerrickHISD-Sr. PMFlores, KristianStudentSantos, JonathanWaltrip Student; BandGerstacker, SharonTeacherSullivan, GaryAlumni✓Gibson, Mary LTeacher, AlumniTerry, StanCommunity✓Gover, AshleyVTeacher/daycare parent✓Velarde, NitaTeacher✓Holland, DelindaCommunity✓Verma, JagdeepStaff MemberVillarreal, ElizabethParentWelch, TommyeViltherspoon,Teacher✓Krause, SarahDaycare parent✓Witherspoon,Teacher		Cnagcya, Daisy	HOSA PAT Rep	$\checkmark$	Reibenstein, Cindy	Alumni & WAA, Chamber
✓Dunn, KevinWaltrip PTA✓Enloe, Dr. JonCommunity✓Espinosa, Jesse DBand DirectorEspinosa, SandyRuffino, Darcy MAth Coord, PE TeacherEvans, MichaelTeacherSalinas, Brandon JEvans, MichaelTeacherSanders, DerrickHISD-Sr. PMFlores, KristianStudentSantos, JonathanWaltrip Student; BandFord, EricHISD-Facility DesignSullivan, GaryAlumniGerstacker, SharonTeacherSutton, TerryAlumni Assoc/Comm✓Gibson, Mary LTeacher, AlumniTerry, StanCommunity✓Gilis, ShelleyTeacher, Dance✓Turner, JeffStaff Member✓Holland, DelindaCommunity✓Verma, JagdeepStaff Member✓Verma, JagdeepStaff MemberVillarreal, ElizabethParent✓Krause, SarahDaycare parent✓Witherspoon,Teacher		Condor, Lucero	HOSA PAT Rep.		Roberts, Emily	Student Representative
✓Enloe, Dr. JonCommunity✓Espinosa, Jesse DBand DirectorEspinosa, Sandy✓Evans, MichaelTeacherFlores, KristianStudent✓Ford, EricHISD-Facility Design✓Gerstacker, SharonTeacher, Alumni✓Gillis, ShelleyTeacher, Alumni✓Gover, Ashley✓✓Holland, DelindaCommunity✓Holland, DelindaCommunity✓Kelly, Dan VDaycare parent✓Krause, SarahDaycare parent		Davis, Nicholas				Parent/Comm/PTA VP
✓Endods, Resy✓Espinosa, Jesse DBand DirectorEspinosa, SandyRuffino, Darcy MAth Coord, PE TeacherEvans, MichaelTeacherSalinas, Brandon JEvans, MichaelTeacherSanders, DerrickHISD-Sr. PMFlores, KristianStudentSantos, JonathanWaltrip Student; BandFord, EricHISD-Facility DesignSullivan, GaryAlumniGerstacker, SharonTeacherSutton, TerryAlumni Assoc/Comm✓Gibson, Mary LTeacher, Dance✓✓Gover, Ashley✓Teacher/daycare parent✓✓Hanare (sp?), SarahTeacher/daycare parent✓Velarde, NitaHolland, DelindaCommunity✓Verma, JagdeepStaff Member✓Krause, SarahDaycare parent✓Witherspoon,Teacher	$\checkmark$	Dunn, Kevin	Waltrip PTA	$\checkmark$	Robinson, Francine	Director Childcare
Espinosa, SandySalinas, Brandon JEvans, MichaelTeacherFlores, KristianStudentFord, EricHISD-Facility DesignGerstacker, SharonTeacher✓ Gibson, Mary LTeacher, AlumniGillis, ShelleyTeacher, Dance✓Gover, Ashley✓Hanare (sp?), SarahHolland, DelindaCommunity✓Krause, Sarah✓Daycare parent✓Krause, Sarah✓Daycare parent✓Witherspoon,✓Teacher✓Witherspoon,✓Teacher✓Witherspoon,✓Teacher✓Witherspoon,✓Teacher	$\checkmark$	Enloe, Dr. Jon	Community		Ruedas, Rosy	
Evans, MichaelTeacherFlores, KristianStudentFord, EricHISD-Facility DesignGerstacker, SharonTeacher✓Gibson, Mary LGillis, ShelleyTeacher, AlumniGover, AshleyTeacher/daycare parent✓Hanare (sp?), SarahHolland, DelindaCommunity✓Staff MemberKelly, Dan VStaff Member✓Krause, Sarah✓Daycare parent✓Welch, Tommye✓Krause, Sarah✓Daycare parent✓Witherspoon,✓Teacher✓Witherspoon,✓Teacher✓Krause, Sarah✓Daycare parent✓Witherspoon,✓Witherspoon,	$\checkmark$	Espinosa, Jesse D	Band Director		Ruffino, Darcy M	Ath Coord, PE Teacher
Flores, KristianStudentFord, EricHISD-Facility DesignGerstacker, SharonTeacher✓Gibson, Mary LTeacher, AlumniGillis, ShelleyTeacher, DanceGover, AshleyTeacher/daycare parent✓Hanare (sp?), SarahTeacher/daycare parentHolland, DelindaCommunityJohnson, JerryStaff Member✓Krause, SarahDaycare parent✓Krause, SarahDaycare parent✓Witherspoon,Teacher		Espinosa, Sandy			Salinas, Brandon J	
Ford, EricHISD-Facility DesignGerstacker, SharonTeacher✓Gibson, Mary LTeacher, AlumniGillis, ShelleyTeacher, DanceGover, AshleyTeacher/daycare parent✓Hanare (sp?), SarahTeacher/daycare parentHolland, DelindaCommunityJohnson, JerryStaff Member✓Kelly, Dan V✓Krause, SarahDaycare parent		Evans, Michael	Teacher		Sanders, Derrick	HISD-Sr. PM
Gerstacker, SharonTeacher✓Gibson, Mary LTeacher, AlumniGillis, ShelleyTeacher, DanceGover, AshleyTeacher, Dance✓Hanare (sp?), SarahTeacher/daycare parentHolland, DelindaCommunityJohnson, JerryStaff Member✓Kelly, Dan V✓Krause, SarahDaycare parent		Flores, Kristian			Santos, Jonathan	Waltrip Student; Band
✓   Gibson, Mary L   Teacher, Alumni     ✓   Gillis, Shelley   Teacher, Dance     ✓   Gover, Ashley   ✓     ✓   Hanare (sp?), Sarah   Teacher/daycare parent     ✓   Holland, Delinda   Community     ✓   Johnson, Jerry   Staff Member     ✓   Kelly, Dan V   ✓     ✓   Krause, Sarah   Daycare parent		Ford, Eric	HISD-Facility Design		Sullivan, Gary	Alumni
Gillis, Shelley   Teacher, Dance     Gover, Ashley   ✓     ✓   Hanare (sp?), Sarah   Teacher/daycare parent     ✓   Holland, Delinda   Community     ✓   Johnson, Jerry   Staff Member     ✓   Kelly, Dan V   ✓     ✓   Krause, Sarah   Daycare parent		Gerstacker, Sharon	Teacher		Sutton, Terry	Alumni Assoc/Comm
Gover, Ashley	$\checkmark$	Gibson, Mary L	Teacher, Alumni		Terry, Stan	Community
✓Hanare (sp?), SarahTeacher/daycare parentVelarde, NitaTeacherHolland, DelindaCommunity✓Verma, JagdeepStaff MemberJohnson, JerryStaff MemberVillarreal, ElizabethParentKelly, Dan V✓Welch, Tommye✓✓Krause, SarahDaycare parent✓Witherspoon,		Gillis, Shelley	Teacher, Dance	$\checkmark$	Turner, Jeff	Staff Member
Induct (SPF), Outern   Fourier adycare     parent   Verma, Jagdeep     Holland, Delinda   Community     Johnson, Jerry   Staff Member     Kelly, Dan V   Verma, Jagdeep     ✓   Krause, Sarah     Daycare parent   ✓     Villarreal, Elizabeth   Parent     Villarreal, Elizabeth   Parent     Villarreal, Elizabeth   Parent		Gover, Ashley				
Johnson, Jerry   Staff Member   Villarreal, Elizabeth   Parent     Kelly, Dan V   Welch, Tommye     ✓   Krause, Sarah   Daycare parent   ✓   Witherspoon,   Teacher	$\checkmark$	Hanare (sp?), Sarah			Velarde, Nita	Teacher
Kelly, Dan V Welch, Tommye   ✓ Krause, Sarah Daycare parent ✓ Witherspoon, Teacher		Holland, Delinda	Community	$\checkmark$	Verma, Jagdeep	Staff Member
✓ Krause, Sarah Daycare parent ✓ Witherspoon, Teacher		Johnson, Jerry	Staff Member			Parent
		Kelly, Dan V			Welch, Tommye	
	$\checkmark$	Krause, Sarah	Daycare parent	$\checkmark$	Witherspoon, Stephanie	Teacher
Krohn, Cynthia Staff Member V Witherspoon, Teacher Stephanie		Krohn, Cynthia	Staff Member	$\checkmark$	Witherspoon,	Teacher
Lenich, Elizabeth		Lenich, Elizabeth				



$\checkmark$	Alling, Brian	HISD - Project Mgr.
	Bankhead, Dan	HISD – Facilities
		Design
	Busch, Kim	Gensler Architects
	Case, Ross	Satterfield & Pontikes
	Harris, LaJuan	HISD – Facilities
		Planning
$\checkmark$	Hickson, Kimberly	Gensler Architects
$\checkmark$	Hollingsworth, Matisia	HISD – Facilities
	-	Construction
	George, Richard	Data Projections AV
	Stasio, Megan	Data Projections AV
$\checkmark$	Kiest, Rebecca	HISD Bond
		Communications

$\checkmark$	Lopez, Orlando	Satterfield & Pontikes
$\checkmark$	Myers, Bob	HISD – Facilities Design
$\checkmark$	Moon, Neal	Satterfield & Pontikes
	Reagan, Charles	Satterfield & Pontikes
	Rice, Jim	Rice & Gardner
		Consultants
	Robertson, Sue	HISD – Fac. Planning
$\checkmark$	Rink, Ryan	Satterfield & Pontikes
$\checkmark$	Snook, Kelly	HISD - Project Manager
$\checkmark$	Sullivan, Mark	Gensler Architects
$\checkmark$	Troxler, Wade	Satterfield & Pontikes
	Wright, Kedrick	HISD-Facilities Design

**PURPOSE:** The purpose of this meeting was to share information of the project construction progress with the Project Advisory Team (PAT) members.

## AGENDA:

- Discuss project construction progress updates
- Questions and answers
- What to expect at the next PAT meeting

## DISCUSSION:

- 1. HISD Project Manager, Brian Alling thanked attendees for their participation in the project process and attending the meeting.
- 2. Mr. Alling introduced the Satterfield & Pontikes Construction team and Superintendent Wade Troxler presented a slide show of recent work progress.
  - a) Abatement in area A classrooms has begun in several areas
  - b) Containment and safety protocols are being adhered to ensure the health and safety of workers, students and staff.
  - c) Floor concrete is being removed. Trench excavation to route and install new sewer pipe to accommodate the new classroom designs is underway.
  - d) Plaster ceilings are being removed in areas of the classroom wing in preparation for construction of new designs for these rooms.
  - e) Existing classroom fan coil units are being raised to higher elevation in classrooms to create more clearance and improve visibility under these existing units.
  - f) New drywall, metal studs and insulation material have arrived and is ready to install as part of the new construction.
- 3. Several attendees representing interest in the childcare program at Waltrip asked permission to share their concerns with the status of the childcare program. Principal Mitchell noted his appreciation of their



concern for the district's decision to not construct new facilities and cancel the day care program. However, Principal Mitchell noted he had a few rooms which would not be needed immediately in the upcoming school year during construction. He indicated these areas will be constructed according to the campus master plan design and no money would be spent to modify or adjust any sinks, counters, doors, etc. Principal Mitchell informed the childcare parents and directors attending this PAT meeting they are solely responsible for acquiring any necessary licensure, inspections, equipment and furniture. Though the campus administration is willing to allow temporary use of certain rooms by the childcare for the coming one year, the construction project team and campus administration will not be responsible for providing or achieving the childcare program needs.

- 4. The Waltrip High School childcare director requested confirmation of approximate costs they should budget for fund raising to hopefully have a facility constructed for the childcare at Waltrip. Principal Mitchell and Mr. Alling advised the earlier design cost for construction only was approximately \$600,000. However this did not include architect fees, other costs for permits, equipment and site development. The child care director was advised to budget considerably more if the same facility design is required. PAT attendees were directed to communicate any concerns they may have regarding a child care center at Waltrip High School to the campus principal and/or HISD academics department.
- 5. Mr. Alling asked the campus and PAT attendees if they had any suggested dates or scheduled campus events they would recommend for the upcoming Community Meeting which traditionally occurs as construction begins on campus. The consensus from Principal Mitchell and the PAT is they prefer to wait until mid-fall when the new construction areas will be open and some tours could be held.
- 6. Mr. Mitchell shared with the PAT members the campus' site drive and circulation planned for implementation this coming fall semester and through the remainder of the construction period.
  - a) The 34<sup>th</sup> street campus entry will remain in use with circulation modified and rerouted through the current student parking lot.
  - b) The administration offices have been relocated to the north side of the campus in existing counselor and assistant principal suite.
  - c) The reception desk has been relocated temporarily into the corridor at the north campus new temporary main entry.
  - d) The bus lanes will remain where they currently are on the north side of the campus and accessing campus from Ella Boulevard.
  - e) A concern for 34<sup>th</sup> Street parents stopping along the curb to drop off students may be a concern with additional congestion on site. However, the athletic field access gate on 34<sup>th</sup> street was identified as another access point where students could walk around the campus, but out of the line of construction. This option is a safety issue if used as a drop off point, due to the potential of cars backing up traffic along 34<sup>th</sup> St.
  - f) Parking for students and staff were confirmed to be provided on campus.
  - g) The site circulation plan is a flexible plan. The campus will monitor the circulation plan during school. Principal Mitchell noted he welcomes comments and suggestions.
  - Principal Mitchell indicated the campus administration would be sending out communications regarding the new campus circulation and office area locations to the Waltrip High School parents and teachers.



## WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. The contractor will provide an update on construction progress at the next PAT meeting.

NEXT PAT MEETING: Monday, July 27, 2015 at 4:30 pm at the Waltrip High 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,

Brian S. Alling Project Manager HISD – Construction & Facility Services 3200 Center Street, Houston, TX 77007 Phone: (713) 556-9250 Email: balling@houstonisd.org