



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

**MEETING #:** 1

**LOCATION:** Westbury High School

**DATE / TIME:** September 30, 2014, 4:30pm

**ATTENDEES:** (those marked with a check were present)

✓	Alsmeyer, Zak	Student	✓	Moore, Lorenzo	Student
✓	Arceneaux, Aaron	Student	✓	Ownby, Kathleen	Community member
✓	Bravo, Miguel	Student	✓	Pedroso, Jamin	Student
✓	Brooks, Frances Marie	Westbury Staff	✓	Reña, Annette	Student
✓	Catchings, Jason C	Westbury Principal	✓	Sanders, Jeremy	Student
✓	Chapman, Cindy	Community Member	✓	Thurmond, Gerald P	Westbury Staff
✓	Clemons, Carolyn	Westbury Staff	✓	Valadez, Tono	Student
✓	Crook, Stephanie D	Westbury Staff	✓	Vazquez, Cindy	Student
✓	Dusablon, Christopher J	Westbury Staff	✓	Williams, Cedric	Westbury Staff
✓	Edmondson, Becky	Community Member	✓	Alling, Brian	HISD – Project Manager
✓	Elizondo, Omar E	Westbury Staff		Bankhead, Dan	HISD – Facilities Design
✓	Gonzales Rojas, Maria A	Westbury Staff		Clayton, Clay	HISD – Facilities Planning
✓	Hodge, Jaliyyah	Student	✓	Harris, LaJuan	HISD – Facilities Planning
✓	Iko, Chinmeri	Student		Robertson, Sue	HISD - Facilities Planning
✓	Jones, Jala	Student		Wright, Kedrick	HISD - Facilities Design
✓	Longoria, Noelia G	Westbury Staff			
✓	Lopez Carretero, Alicia	Westbury Staff			
✓	Lopez, Rita M	Westbury Staff			
✓	Moczygemba, Adriana	Student			

**PURPOSE:** The purpose of this meeting was to introduce Project Advisory Team (PAT) members to the planning, design and construction process.

**AGENDA:**

- Review the Bond process and the roles of the PAT
- Introduction of Guiding Principles
- What to expect at the next PAT Meeting

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#### **DISCUSSION:**

1. HISD Project Manager Brian Alling welcomed the participants and introduced Ms. LaJuan Harris of HISD Facilities Planning Department.
2. PAT attendees introduced themselves and identified their association with the campus; this included multiple students in attendance, several alumni and current scholarship committee community members, several teachers and various campus administration individuals.
3. Ms. Harris shared a slide show presentation on the role of the PAT and the HISD Bond Program project planning process.
4. Mr. Alling discussed the roles of the various members of the project team.
5. Project Advisory Team Handbooks were distributed to attendees for their future reference and use.
6. Two PAT members from the Westbury community expressed several concerns and objectives they would like the project to address. Some of the points of concern noted were:
  - a. Request for additional community members to be added/included in the PAT.
  - b. Community member representatives noted there had been previous communications to and from HISD administration regarding plans to purchase additional property to improve the Westbury campus.
  - c. The community members requested that HISD address the safety and security concerns adjacent property apartment buildings pose for the campus.
  - e. Community members voiced their understanding that other nearby property acquired by HISD was part of the Westbury master-plan. Ms. Harris and Mr. Alling noted the project team has not been directed to plan for use of any off-site property nor informed of additional to purchase additional property. The PAT was encouraged to focus on current campus facility needs and address any off-campus concerns through other means.
7. PAT members were presented with examples of Guiding Principles for reference and attendees were tasked with creating a list of Guiding Principles for the Westbury HS PAT. These Guiding Principles will be presented and defined at the next PAT meeting.

#### **ACTION ITEMS:**

1. Develop Guiding Principles for review at the October PAT meeting. (PAT)

#### **WHAT TO EXPECT AT THE NEXT PAT MEETING:**

1. Review and approve Guiding Principles for Westbury High School.
2. Introduction to the Capacity Model for Westbury High School.
3. Review updates to the Westbury Educational Specifications.

**NEXT PAT MEETING:** Tuesday, October 21, 2014 at 4:30 pm; Westbury 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  
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