



Minutes

2012 Bond Project Advisory Team (PAT) Meeting Young Women's College Preparatory Academy

MEETING #: 8

LOCATION: Young Women's College Preparatory Academy

DATE / TIME: June 15, 2015; 3:45 pm

ATTENDEES: (those marked with a check were present)

✓	Delesa O'Dell Thomas	Principal
	Tabitha Davis	Dean of Students
	Susan Deison	Advisory Council
	Astra Zeno	Teacher
	Lori Dunklin	Teacher
	Mariela Niland	Teacher
	Lauren Sims	Student
	Phyllicia Moore	Teacher
	Princess Jenkins	HISD
	Robert Myers	HISD- Facilities
✓	Carolina Weitzman	Natex Architects
✓	Albert Wong	HISD
	Erica Simms	Parent
	Erica Dean	Parent
✓	Dinah Eghan-Wiafe	HISD

	Monica Bowes	Dean of Instruction
	Craig Taylor	Community
	Michael Harris	Advisory Council
	Nelva Williamson	Teacher
	Jeremy McGrath	Teacher
	Jose Guevera	Teacher
	Joel Richards	Parent
✓	Anthony Payne	Natex Architects
	Tiffany Burrell	Parent
	Dr. Polly Turner	Advisory Council
	Frank Jones	Advisory Council Member
	John Haugen	Natex Architects
	Jasmine Burrell	Student
	Juliette Colvin	Student
	Jordan Lockridge	Student

PURPOSE: The purpose of this meeting was to review the Schematic Design narrative and documentation that Natex Architects will submit for HISD approval.

AGENDA:

- Review Schematic Design Submittal

DISCUSSION:

1. Due to the tropical storm warnings but the relatively calm weather conditions prior to the scheduled PAT meeting time, it was decided to proceed with the meeting. However, only Principal Thomas was able to show up for the meeting at the scheduled time and the attendees decided to proceed with the meeting agenda.
2. Natex Architects reviewed the contents of the 11x17 Schematic Design narrative documents with Principal Thomas, in the presence of Mr. Wong and Ms. Eghan-Wiafe. Principal Thomas appeared to be in agreement with the design concepts and information presented in the documents.
 - a. Natex explained that the approval sheet included in the Schematic Design submittal will need to be signed by the Principal and School Support Officer.
 - b. Principal Thomas expressed a high regard for the depth and quality of work presented and anticipation for the development of the design.



- c. Principal Thomas requested digital copies of the photos of the front of the school to be included in the document
- 3. Natex, Mr. Wong and Principal Thomas briefly discussed the upcoming YWCPA Community Meeting – currently scheduled for August 11th at 6 pm in the YWCPA auditorium.
 - a. Natex will include a slide addressing safety/security during construction.
 - b. Principal Thomas indicated that she can meet with Natex, prior to the meeting, on either July 30th or 31st to prepare for the community meeting.
 - c. Principal Thomas advised that teachers will return on August 10th. There will be a teacher orientation in August, at which time Natex could present progress on the design and seek input on how the building could be used as a teaching tool for LEED purposes.

ACTION ITEMS:

- 1-01 Natex to submit Schematic Design package to HISD
- 1-02 Principal Thomas to confirm date for meeting with Natex to prepare for YWCPA Community Meeting

WHAT TO EXPECT AT THE NEXT PAT MEETING:

- 1. Update on design development

NEXT PAT MEETING: The July PAT meeting was cancelled, due to conflicting PAT members' July schedules. Thursday August 20, 2015 3:45 pm, Young Women's College Preparatory Academy.

Please review the meeting minutes and submit any changes or corrections to the author. After five (5) calendar days, the minutes will be assumed to be accurate.

Sincerely,

Albert Wong, AIA

HISD – Construction & Facility Services Project Manager
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9271
Email: awong@houstonisd.org