

# FREE HORIZON MONTESSORI



## Virtual Facilities Committee Meeting - [meet.google.com/hka-juhy-kog](https://meet.google.com/hka-juhy-kog)

### Minutes

Thursday – February 4, 2021 – 4:00 - 5:15 pm

#### Members:

BoD Representative	<b>John Frost</b>	Committee Liaison to the BOD- <i>present</i>
	<b>Bekky Robbins</b>	Committee Liaison to the BOD - <i>present</i>
CSN Representative	<b>Kate Dixon</b>	CSN Representative- <i>present</i>
Building Corp Rep	<b>Jeannie Mabey</b>	FHM Building Corp VP- <i>present</i>
FHM Administration	<b>Kresta Vuolo</b>	FHM Principal- <i>present</i>
	<b>Cyndi Vosburgh</b>	FHM Director of Finance & Advancement; Committee Chair- <i>present</i>
	<b>Megan Wells</b>	FHM Director of Ops- <i>present</i>
	<b>Brandon Leslie</b>	FHM Facilities Manager
FHM Staff	<b>Chris Caruso</b>	FHM Math Special Education Teacher- <i>present</i>
	<b>Karen Clough</b>	FHM Financial Secretary, Minutes- <i>present</i>
	<b>Linda DeBruyn</b>	FHM Middle School Humanities- <i>present</i>
	<b>Heather Smith</b>	FHM Art Specialist - <i>present</i>
FHM Community Reps	<b>Cherish Edwards</b>	Parent member
	<b>Rowena Adams</b>	Parent member - <i>present</i>
Guests		

#### Agenda:

	Agenda Topic	Lead	Objective/Outcome	NOTES
<b>1</b>	<b>Commence Meeting</b>			
a	Call to Order	Cyndi		<i>Time: - 4:05 pm</i>
b	FHM Mission & Vision	Volunteer		<i>Read by: - John Frost</i>
c	Roll Call	Cyndi		<i>See Above</i>
<b>2</b>	<b>Consent Agenda</b>			
a	Agenda Approval	Cyndi		<i>Approved as amended</i>
b	Review/Approve Prior Meeting Minutes	Cyndi		<i><a href="#">Jan 7, 2021</a> &lt;- click here for embedded link</i>
<b>3</b>	<b>Old Business</b>			
a	Facility Master Plan	Cyndi / All	Presentation of Student Input Prototypes  Presentation of Community Input Prototypes  Thoughts / comments on presentation by HCM at last meeting.	HCM Survey Link: <a href="https://forms.office.com/Pages/ResponsePage.aspx?id=V3qeXccj_0q6R9b7NjxLmt11ultmp5BAsI5qLOXHsthUOEIzVkdWVFq2R09FOEY4UDRTOUQ5R1pKNI4u">https://forms.office.com/Pages/ResponsePage.aspx?id=V3qeXccj_0q6R9b7NjxLmt11ultmp5BAsI5qLOXHsthUOEIzVkdWVFq2R09FOEY4UDRTOUQ5R1pKNI4u</a>  <i>Thoughts regarding requesting ideas from students.:</i> <ul style="list-style-type: none"> <li>• <i>Work on the video presentation (remote and in person) for the student input is being completed by Susan Vallier</i></li> <li>• <i>She is also working on some open ended questions for the community input</i></li> <li>• <i>Discussed process for student input remote vs in person</i></li> <li>• <i>For the in students: A physical package will be provided for each student to express their ideas through writing or drawing</i></li> <li>• <i>For remote students Schoology and Google Classroom will be utilized</i></li> <li>• <i>Hoping to get parent/CSN volunteers to help sort through student feedback</i></li> <li>• <i>School bulletin boards will be used as</i></li> </ul>

				<p><i>a reminder and help spark student participation</i></p> <p><i>Important items:</i></p> <ul style="list-style-type: none"> <li>○ <i>statement of funding</i></li> <li>○ <i>statement of timing</i></li> <li>○ <i>Kresta approval</i></li> <li>● <i>Will try to have a “prototype” at the next meeting so we can determine if this is the right way to go.</i></li> <li>● <i>Cyndi indicated she spoke with HCM regarding scope of work completed to cost and agreed we are not quite where we should be</i></li> <li>● <i>HCM agreed to step back and work going forward at a slower pace</i></li> </ul>
b	<p>Interior Student Storage – Cubbies</p> <p>CSN Wish list Request</p>	<p>Cyndi / Megan</p> <p>Megan / Brandon</p> <p>Cyndi</p>	<p>Next steps</p> <p>Progress Report</p>	<p><i>Cubbies have been installed</i></p> <ul style="list-style-type: none"> <li>● <i>Some discussion of storage space above the Cubbies for teachers</i></li> </ul> <p><i>CSN would like a wish list on needed items for the school. Examples provided by Cyndi : partitions for LRT, Cafeteria tables, Literacy program storage</i></p> <p><i>This also will help them determine Spring Fling Donations requests</i></p>
c	<p>Learning Landscape/Playground Design Initiative Updates &amp; decision points</p>	<p>Megan / Cyndi</p>	<p>Skateboard stops / Progress Report</p>	<ul style="list-style-type: none"> <li>● <i>Skateboard Stops have been ordered</i></li> <li>● <i>Jeffco Schools Risk Management is funding this project</i></li> </ul>
d	<p>Community Gardens</p>	<p>Chris</p>	<p>Plan submission progress and Progress Report</p>	<ul style="list-style-type: none"> <li>● <i>Chris Caruso shared the facilities request form for water to the gardens has been submitted</i></li> <li>● <i>She has applied for a Gro More Grant to improve the soil</i></li> </ul>
e	<p>AMS Accreditation</p>	<p>John</p> <p>Cyndi/Megan/Kresta</p>	<p>added to agenda 1/7/2021</p>	<p><i>See 2019 AMS Pathway Handbook.pdf</i></p> <ul style="list-style-type: none"> <li>● <i>Cyndi provided draft to committee members</i></li> <li>● <i>Work to continue</i></li> <li>● <i>Chris offered to proofread.</i></li> </ul>
<b>4 New Business</b>				
a	<p><b>Next Meeting</b></p>	<p>All</p>	<p>April 1 on Calendar</p>	<p><i>Spring Break</i></p>
<b>5 Ongoing Annual Items Updates/Report-outs</b>				
a	<p>Time for questions</p>	<p>All</p>	<p>Any items that need clarification. Things Cyndi should work on going forward with regards to the committee?</p>	
<b>6 Wrap-Up / Adjourn Meeting</b>				
a	<p>Assignments/Action Item</p>	<p>Karen</p>		

	Review			
b	Schedule Next Meeting	Cyndi		<i>4:00 – 5:15 pm</i>
c	Adjourn Meeting	Cyndi		

**FHM Mission:** Through the Montessori philosophy, we inspire every child to learn and grow as a responsible global citizen in a collaborative, peaceful, and safe environment. **FHM Vision:** We seek to transform our community by developing students who pursue their full potential, understand their global responsibilities, and respect others, self, and the environment. **FHM Motto:** Inspiring lifelong learning!