

FREE HORIZON MONTESSORI



Virtual Facilities Committee Meeting - meet.google.com/hka-juhy-kog

Minutes

Thursday – December 3, 2020 – 4:00 - 5:15 pm

Members:

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

Agenda:

	Agenda Topic	Lead	Objective/Outcome	NOTES
1	Commence Meeting			
a	Call to Order	Cyndi		<i>Time: 4:04</i>
b	FHM Mission & Vision	Volunteer		<i>Read by: Cyndi</i>
c	Roll Call	Cyndi		<i>See Above</i>
2	Consent Agenda			
a	Agenda Approval	Cyndi	Approved	
b	Review/Approve Prior Meeting Minutes	Cyndi	Approved	<i>Minutes – November 5, 2020 <- embedded link</i>
3	Old Business			
a	Facility Master Plan	Guests, Adriana Moreno and Adele Willson (HCM)	Graphic overview of staff survey results. Determine best way to solicit guardian and student input.	<i>see report presented by HCM</i>
	Facility Master Plan (Costs)	Cyndi	Share document provided by the district.	Share document: Cost Document <- embedded link
b	Interior Student Storage options	Megan / Brandon	Cubby delivery (12/1/2020) cubbie pics	<i>Megan shared that cubbies had been delivered. Cyndi shared pictures of the delivered cubbies that are ready for installation, the gym mats and the recently received literacy curriculum.</i>
c	Gym Mats	Megan	Gym mat pics	
c	Learning Landscape/Playground Design Initiative Updates & decision points	Megan	Skateboard Stop Updates	<i>Still waiting for revised quote.</i>
d	Community Gardens	Chris / Cyndi	Share Jeffco School Garden information Chris C offered to head this plan	Share link: Jeffco School Gardens <- embedded link <i>Fletcher Miller Contact – Terry Misgen – 303-982-7200 (ask to be connected) –</i>

			<p>Kresta asked that staff be asked for them to volunteer</p> <p>Chris - could it be a committee</p> <p>Kresta - time on January staff meeting meeting agenda</p>	<p><i>discussion of field trip to view after the holidays (and based on COVID outlook)</i></p> <p><i>Cyndi shared information regarding Jeffco's School Garden guidance. (see the above link) Proposals are due no later than January 15, 2021 for the 20-21 school year. A Facilities representative should be included in the process. Facilities should be contacted by our FM (Brandon).</i></p> <p><i>Chris volunteered to head the School Garden. She asked if it would be possible to make this group a committee in the future. Chris is going to complete the on-line forms that are needed to start the process.</i></p> <p><i>Kresta thought that a committee could be formed. Kresta asked that Chris reach out to all staff members to see who would be interested in participating. They agreed to bring it up in a staff meeting in January.</i></p>
4 New Business				
a	RFP with HCM	Jeannie Mabey		<i>Jeannie shared that an RFP was developed and would give new members guidance with regards to the HCM Master Plan Contract. Cyndi agreed to find that information and bring it to the next meeting.</i>
5 Ongoing Annual Items Updates/Report-outs				
a	None at this time	Committee		
6 Wrap-Up / Adjourn Meeting				
a	Assignments/Action Item Review	Cyndi	Wishing everyone well over the holidays! See you in 2021! 😊	<p><i>Cyndi - reach out to teachers about ways to ask students about Master Plan</i></p> <p><i>Cyndi - look for dates that we can have a community meeting to present HCM's overview and solicit community input - communicate with HCM and the committee</i></p> <p><i>Kresta/Chris - look at a time to ask at staff meeting for those who wish to participate</i></p> <p><i>Chris will complete the new garden proposal to the district before the 1/15/2021 deadline</i></p>
b	Schedule Next Meeting	Cyndi	January 7, 2021	4:00 – 5:15 pm
c	Adjourn Meeting	Cyndi		5:09 pm

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!