APPROVED

F.W. Parker Charter Essential School

Minutes

Facilities Committee Meeting

Date and Time
Monday September 15, 2025 at 6:00 PM

Location
49 Antietam Street

http://parker.school/facilitiescommittee

Committee Members Present
B. Harrigan, K. Williams, M. McKenna, M. Turnbull, P. MacDonald, S. Monteneri

Committee Members Absent
B. Bettencourt

I. Opening Items

A. Record Attendance, guests and introductions

B. Call the Meeting to Order

M. McKenna called a meeting of the Facility Committee of F.W. Parker Charter Essential School to order on Monday Sep 15, 2025 at 6:04 PM.

C. Approve Minutes

M. Turnbull made a motion to approve the minutes from Facilities Committee Meeting on 11-26-24.
P. MacDonald seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

B. Bettencourt	Absent
P. MacDonald	Aye
K. Williams	Abstain
M. McKenna	Aye

Roll Call

B. Harrigan	Aye
S. Monteneri	Abstain
M. Turnbull	Aye

II. Facility

A. Sidewalk project

Michelle updated the committee on the sidewalk project. The original budget was $400k. Bid came in at $379k. Four change orders (sidewalk cement removal (2), catch basin repair, and line painting) brought the total to $401k. The project overall went well and was on time. We would like to work with both contractor and architect in the future.

B. Preview on courtyard project

The committee discussed joining the sidewalk project to the lobby and then to the courtyard to create a flow. Kofi mentioned the idea of an awning in the front to potentially match future awnings in the courtyard. We discussed segmenting the project into phases (courtyard, then windows). We mentioned doing the additional items in phases but having a full design vision upfront. Michelle and Brian will reach out to architect from sidewalk project to start very early design ideas for courtyard. Michelle and Sal to reach accessible entrance options for front door.

C. Review Upcoming Facilities needs

We walked the facilities for an update. We discussed phasing of the HVAC project. Items mentioned included fundraising around additional benches or selling bricks/cinderblock and potential lighting upgrades.

D. Committee goals for the year & next meeting

Committee agreed to a goal generally of "Reimagining the courtyard to be accessible to all with a draft plan by the end of the fiscal year." The committee suggested modification of the front doors to be in alignment of the inclusion goal so that there was a push button entrance option for accessibility.

III. Closing Items

A. Adjourn Meeting

B. Harrigan made a motion to adjourn the meeting.
S. Monteneri seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

B. Bettencourt	Absent
M. McKenna	Aye

Roll Call

K. Williams	Aye
S. Monteneri	Aye
P. MacDonald	Aye
M. Turnbull	Aye
B. Harrigan	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:40 PM.

Respectfully Submitted,
M. McKenna

Documents used during the meeting

- sidewalk costs.xlsx
- capital plan Board Nov 2021.pptx
- Parker Strategic Plan 2024-2029.pdf