

DRAFT



# The GLOBE Academy

## Minutes

### Facilities Committee Meeting

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#### **Date and Time**

Monday May 23, 2022 at 7:00 PM

#### **Location**

Topic: Facilities Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/84443055879?pwd=OUh3M2RzNXhIUEVHREhLUmFleGhKQT09>

Meeting ID: 844 4305 5879

Passcode: 666610

One tap mobile

+13017158592,,84443055879#,,,,\*666610# US (Washington DC)

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#### Vision, Mission and Core Values

Vision: To develop globally minded citizens who have the knowledge, skills, and attitudes to effect positive change in our world.

Mission: The GLOBE Academy fosters Global Learning Opportunities through Balanced Education for children of all backgrounds. With a focus on dual-language immersion, an experiential-learning model, and a constructivist approach, GLOBE inspires students to be high-performing lifelong learners equipped to make a positive impact in the world.

Core Values: The GLOBE Academy's core values are expressed in the acronym, CREST: Community, Respect, Empathy, Sustainability and Trust. These values are expected of the governing board, faculty, staff, parents, and students. They are woven into daily life at GLOBE and incorporated into the curriculum.

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- Community: We are inclusive, and we nurture and support one another.
  - Respect: We treat ourselves and each other with kindness and dignity.
  - Empathy: We strive to understand and share the feelings of others.
  - Sustainability: We aim to conserve our resources for optimal use in the present and future.
  - Trust: We are committed to honesty, transparency, and respectfully sharing our thoughts and encouraging others to do the same.
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### **Committee Members Present**

C. Elliott-Earby (remote), C. White (remote)

### **Committee Members Absent**

A. Williams, C. STEVENS, D. Clayton-Purvis, D. Reynolds, E. Oliver, J. Bitar, J. Limor, J. Minderhout, M. Bollinger, M. Cottrell, M. Kidd

### **Guests Present**

Brad Jones (remote), Cortney Flowers (remote), L. Norton (remote), Wes Ingwersen (remote)

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## **I. Opening Items**

### **A. Record Attendance**

### **B. Call the Meeting to Order**

C. White called a meeting of the Facilities & Transportation Planning (FTP) Committee of The GLOBE Academy to order on Monday May 23, 2022 at 7:00 PM.

## **II. Facilities Committee Open Items**

### **A. Introduced Cortney Flowers, new Director of Operations**

Cortney comes to GLOBE with over a decade of Operations experience specifically in school settings inclusive of charter schools.

Has held listening sessions with staff/faculty over past weeks and has a good understanding of all the grievances/issues. She has already started working on them.

### **B. IQA Information Share - Wes Ingwersen**

Wes shared background on importance of Indoor Air Quality and provided resources to leverage in the future.

IAQ is not only an HVAC issue, it is something we need to consider more strategically as it can actually help improve outcomes for the school overall.

### **C.**

### **Approach for Summer Maintenance - Cortney Flowers**

Cortney discussed the new LC HVAC issues on the main level - cool air levels have dropped significantly. Emcor is working on repairing with correct shaft and blower assembly; will provide quote soon for the work.

1 Custodian will cover LC during the summer period when the summer program will take place. 2 other custodians will focus on the bigger jobs like stripping and waxing floors, etc. Deep cleans will take place over the summer period and air quality testing will occur in June to allow for enough time to remediate any issues prior to August.

A full system HVAC review will happen over the summer as well to ensure it is running as best it can before school starts.

We will get ahead of messaging for air quality testing results and provide full transparency to the community prior to August back-to-school.

### **III. Master Facilities Planning (MFP)**

#### **A. Pivoting Facilities Committee work towards MFP**

Future Facilities Committee Meetings will focus more on MFP vs. day-to-day operations; sunsetting the HVAC Task Force to allow Cortney the space to do her job.

#### **B. MFP Process & Status**

MFP Process Overview:

- Find/hire MFP PM Company who will lead us through entire process through construction completion
- Gather community feedback on overall GLOBE Academy needs to pull together an initial requirements list: must-haves/nice-to-haves, etc.
- Develop RFP for Architectural Design company
- Vet/hire Architectural Design company to complete full design of all GLOBE facilities - deliver drawings
- Use design drawings to RFP the construction
- Vet/hire construction company
- Execute project

Status of MFP to date

- RFP went out to 8 companies, 4 companies to participate in the bidding for MFP Project Management/Owner's Representation services
- 4 companies participating: Impact, BDR Partners, JLL, Prayworks

- Proposals due June 10, 2022, at 5:00 PM
- Proposal review/interviews June 13-June 24, 2022
- PM award July 11, 2022

### **C. Next Steps**

Review 4 proposals, conduct interviews, and bring recommendation to next Facilities Committee meeting no later than early July, but if we have visibility on the preferred company by next Board meeting on June 21, will share then.

## **IV. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:05 PM.

Respectfully Submitted,  
C. White