



# Menlo Park Academy Governing Board

## Facility Expansion Committee Meeting

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### Date and Time

Thursday January 12, 2017 at 6:30 PM EST

### Location

Menlo Park Academy - Art Room

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OUR MISSION: Menlo Park Academy is a public school that develops the potential of gifted learners through an exemplary program of rewarding experiences that nurtures the whole child.

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### Agenda

#### I. Opening Items

Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order

#### II. Facility Expansion

Facility Expansion

- A. Storm/Rain Water
  - Evaluate options for collection of rain water

**B. Security/Low Voltage**

- We are currently holding a budget amount for building security.
- Geis is recommending a contractor/service provider for the design and installation of the security system

**C. SpaceBound**

This is an IT/technology company which works in the educational environment. There might be opportunities to grow a business and philanthropic relationship.

**D. Fiber/IT To Building Update**

**E. Moving**

Discuss plans for moving - options:

- move ourselves (complete DIY),
- manage it ourselves or
- subcontract the whole process

**F. Moving Part II**

- Determine what we might not need in the new space
- Determine what to do with unneeded current inventory, (sell to landlord?)
- Determine disposition of the modulars

**G. FF&E Update**

- Ro (Owner's Rep) handled Phase I
- Nick was working on Phase II

**H. Building/Property Manager Relationship**

This would be a third party that would help manage relationships with service providers (trash, snow plowing, generator service, landscaping, HVAC, etc.)

**I. Refugee Response**

We need someone to be working with RR to ensure that our intent to help them and our commitment to the same is met.

**J. Facility Update**

Per the KRA,"Provide strong, regular communication, using multiple modes of contact, to the school community regarding the building renovation project and move throughout the year.

**III. Other Business**

**IV. Closing Items**

**A. Adjourn Meeting**