



Pedro E. Garcia, Ed.D.
Director of Schools

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MEMORANDUM

TO: Board Members

FROM: Pedro E. Garcia, Ed.D.

DATE: September 14, 2007

RE: Board Letter

BUSINESS AND FACILITY SERVICES

Chris M. Henson - Assistant Superintendent, Business and Facilities

Joe A. Edgens, Executive Director, Facilities and Operations

Energy Conservation Projects – In February of 2004, Metropolitan Nashville Public Schools entered into a contract with Siemens Building Technology, Inc. Siemens agreed to provide MNPS with energy conservation services and energy-related capital improvements for its facilities. These energy conservation measures shall achieve significant long-term savings in energy usage and costs, while obtaining a consistent level of occupant comfort and building functionality. The improvements will be funded by the guaranteed savings in energy consumption (utility costs). The program is scheduled to take five years to address all of our facilities. We are in the second year of significant funding, and improvements have been made at a large number of schools.

A presentation describing the overall program, and the savings generated, will be made to the Board at the next Board meeting. It should be noted that, under the umbrella of the energy conservation program, the administration building will receive a much-needed replacement of its HVAC system. The present system is thirty-three years old and has not sufficiently performed for some time. The replacement of the central system will result in the central office, with the exception of the Board Room, Customer Service Center, and the IT Data Center, being without heat and air for periods of time between October 2007 and January 2008. Several departments will be temporarily relocated, for up to six weeks, for construction activities. A schedule of the planned construction activities will be shared with central office employees and accommodations made so that the project will cause the least disruption to the day-to-day activities in the building.

Benjamin J. Wright, Chief Administrative Officer, Administration, PreK-12

Principal Advisory Board (PAB)

I am proposing, and have received the green light from Dr. Garcia, to begin a Principal Advisory Board (PAB). The primary purpose of this board will be to foster positive communication throughout the District. The Principal Advisory Board will meet monthly to discuss issues around our vision, "The Best School District in the United States".

The PAB will consist of one principal from each tier level in each cluster, thereby, creating a board of thirty (30) plus members. The PAB will assist in the implementation of changes on a systemic level and on sustaining promising practices. The principal will be selected at the All Principals Meeting on Tuesday, September 18, 2007 at Nashville School of Arts. I have had a brief conversation with Stephanie Chatham about this and she thought it to be a good idea as well.

It is imperative that we create this communication link that will boost and foster positive morale.

Principal Information Board (PIB)

In another effort to strengthen positive communication, we will be creating a Principal Information Board (PIB) on Info MNPS that will be updated with information every Monday morning with events, materials, and other items that are due, or a message from any Cabinet member every Monday morning. The PIB will become a place where principals will expect to find any pertinent information for the week. The PIB will need to be maintained either by one of the support staff in Administration, Curriculum & Instruction, or Policy and Governance. The information from each department that is to be included will have to be in format by Friday afternoon, with the final version from Cabinet by 9:30 a.m. Monday morning.

Change:

I've learned a great deal about change in this District while implementing SSA, and Intentionality, but most importantly of all the lessons learned: capacity for change, and the infrastructure to institute different levels and kinds of change, be it transformational or incremental, has to be developed prior to letting the change in our District. The current process, and the TASK process is what I see as the vehicles that drive the capacity, and I just wanted to acknowledge that, and hopefully, continue the current processes going forward.

PEG/mrb