

Meeting Notes

PROJECT: Sheridan School District – Long Range Facilities Plan
DATE: August 12, 2024
SUBJECT: Long Range Facilities Planning Committee Meeting #2
ATTENDEES: Patrick Schrader, Dorie Vickery, Missy Love, Mike Griffith, Karen Daniels, Lisa Heatherly, Sean Vesper, Jeremy Hutchinson, Gwen Fink, Dan Hess, Thea Wayburn, Elisa Warner

Welcoming Remarks

- This is the second meeting for Sheridan School District’s Long Range Facilities Planning Committee.
- Superintendent Dorie Vickery welcomed attendees. Dan Hess with BRIC Architecture provided an overview of the agenda and facilitated introductions.

Recap of Last Meeting

Dan Hess provided a recap of the kick-off meeting.

Top Ranked Prioritization Criteria

- Dan provided a recap of the results from the group exercise conducted during Meeting #1 to establish a set of prioritization criteria for capital improvement planning. The following are the criteria identified by this Committee:
 - **Safety and Security:** Addresses immediate safety concerns and/or implements measures to enhance overall security. (100%)
 - **Improved Learning Environments:** Improvements directly impact the quality of education and daily experiences of students, such as comfortable classroom conditions, flexible furnishings, spaces to support STEAM and/or CTE instruction, and other resources that support teaching and learning. (100%)
 - **Infrastructure and Maintenance:** Maintenance needs & infrastructure improvements to ensure the longevity of facilities. (100%)
 - **Community:** Facility improvements align with the needs and aspirations of the local community. (60%)

Facility Condition Assessments – Review of Findings

Thea Wayburn with BRIC presented an overview of facilities conditions at each school and administration building. On-site building condition assessments were conducted during the summer of 2024. Features assessed at each building included:

- Architectural
- Structural

- Mechanical, electrical, plumbing
- Roofs
- School Sites / Playgrounds / Fields

See attached PowerPoint for a list of deficiencies by building.

Capital Improvement Planning

The committee was asked to work in smaller groups to categorize a set of potential capital improvement projects as follows:

- Tier 1: 1-5 years
- Tier 2: 6-10 years
- Tier 3: 11+ years

The committee was asked to remember the “Prioritization Criteria as references in their decision-making. A set of 5” x 7” cards were provided to each of the 2 table groups with various projects; additional blank cards were provided for the groups’ use if they felt any projects were missing. The groups were given time to review and discuss the projects and craft their lists (Tiers 1-3). Each group was then asked to present their recommendations to the entire committee. A summary appears below.

POTENTIAL CAPITAL PROJECTS		Group 1			Group 2			TOTAL SCORE	Average Score
Project Description	Impacted Location(s)	Tier 1	Tier 2	Tier 3	Tier 1	Tier 2	Tier 3	Lower # = higher priority	Lower # = higher priority
Construct a secure entry vestibule at FCS where visitors must first pass through a "sallyport" leading to a connected main office before being admitted to the larger building.	FCS	1			1			2	1
New integrated security, clock, camera, fire alarm, and communications systems at FCS.	FCS	1			1			2	1
Acoustical treatments, lighting upgrades, and new instrument storage cabinets in music rooms at FCS.	FCS	1					1	2	1
HVAC system upgrades and/or replacements at FCS for improved functioning and efficiency, promoting the health and comfort of students and staff. This would include adding air conditioning at SHS.	FCS	1			1			2	1
Site and dumpster area improvements at FCS, including replacement of sanitary waste line, new irrigation system, upgraded and expanded exterior lighting, construction of a new retaining wall, pavement repairs, removal of tree next to old gym, and accessibility upgrades such as new ADA ramps.	FCS	1			1			2	1
Construct a secure entry vestibule at SHS where visitors must first pass through a "sallyport" leading to a connected main office before being admitted to the larger building.	SHS	1			1			2	1
Site improvements at SHS campus, including replacement of aging paving along roadways and parking lots, parking lot expansion, upgraded and expanded exterior lighting, stormwater improvements at SHS stadium and old gym (including "the moat" area), new irrigation system, address tree roots lifting pavement along Jefferson street, and accessibility upgrades such as new ADA ramps.	SHS	1			1			2	1
Replacement of aging flooring at SHS (including asbestos abatement as needed).	SHS	1			1			2	1
New integrated security, clock, camera, fire alarm, and communications systems at SHS.	SHS	1			1			2	1
Science lab upgrades at SHS, including fume hood replacement, new gas lines to lab stations, new casework, sinks, fixtures, and finishes.	SHS	1			1			2	1
Roof replacement at SHS.	SHS	1			1			2	1
Cafeteria, kitchen, and server upgrades at SHS, as well as safety and lighting upgrades to adjacent stage.	SHS		2		1			3	1.5
Audio visual equipment upgrades in classrooms and core areas at FCS.	FCS		2		1			3	1.5
At FCS, replace gym flooring in old gym / refinish flooring in new gym.	FCS	1				2		3	1.5
Exterior fencing expansion at SHS to fully enclose school site.	SHS	1				2		3	1.5
Audio visual equipment upgrades in classrooms and core areas at SHS.	SHS		2		1			3	1.5
Electrical upgrades at SHS, including additional outlets and new raceways to hide exposed wires in classrooms.	SHS		2		1			3	1.5
Library media center upgrades and new furnishings at SHS to provide engaging, flexible, multifunctional, and welcoming spaces that are inviting to students.	SHS	1				2		3	1.5
Upgrade aging and deteriorating finishes at SHS, such as stained or damaged ceiling tiles, lifting countertops, and faded or chipped interior paint.	SHS		2		1			3	1.5
Student restroom upgrades at FCS to replace broken fixtures and aging partitions, enhance supervision of entries and handwashing areas, and address conditions that discourage use such as accessibility challenges and privacy concerns.	FCS		2		1			3	1.5

POTENTIAL CAPITAL PROJECTS		Group 1			Group 2			TOTAL SCORE	Average Score
Project Description	Impacted Location(s)	Tier 1	Tier 2	Tier 3	Tier 1	Tier 2	Tier 3	Lower # = higher priority	Lower # = higher priority
Interior lighting upgrades at SHS for improved classroom conditions and energy efficiency.	SHS			3	1			4	2
Select improvements to Building 1, including flooring replacements and replacement of aging wood ramps.	SHS		2			2		4	2
HVAC system upgrades and/or replacements at SHS for improved functioning and efficiency, promoting the health and comfort of students and staff. This would include adding air conditioning at SHS.	SHS			3	1			4	2
At FCS, installation of new accessible playground equipment and replacement of existing wood chips with rubberized surfacing for improved access and fall safety. New walking / jogging path along fence.	FCS		2			2		4	2
Art room improvements at SHS.	SHS		2			2		4	2
Plumbing fixture replacements at SHS.	SHS		2			2		4	2
New fire sprinkler system at SHS.	SHS	1					3	4	2
Art room improvements at FCS.	FCS		2			2		4	2
Removal of aging lockers in the corridors at SHS.	SHS			3	1			4	2
Replacement of aging flooring at FCS (including asbestos abatement as needed).	FCS	1					3	4	2
Roof replacement at FCS.	FCS			3	1			4	2
Replacement of single-pane windows at FCS.	FCS			3	1			4	2
Improvements to "Old Gym" at SHS, including flooring repairs, ceiling tile replacements, interior paint, and locker room renovations.	SHS		2			2		4	2
Installation of bollards at front of SHS to guard against vehicle impacts.	SHS	1					3	4	2
Student restroom upgrades at SHS to replace broken fixtures and aging partitions, enhance supervision of entries and handwashing areas, and address conditions that discourage use such as accessibility challenges and privacy concerns.	SHS		2			2		4	2
Interior lighting upgrades at FCS for improved classroom conditions and energy efficiency.	FCS			3	1			4	2
Creation of a new, dedicated bus loading / unloading area on the south side of campus at FCS.	FCS			3	1			4	2
Renovate and repurpose underutilized space to better support AVID, ESD and Counselors at SHS.	SHS			3	1			4	2
Replacement of single-pane windows at SHS.	SHS			3	1			4	2
Upgrade aging and deteriorating finishes at FCS, such as stained or damaged ceiling tiles, lifting countertops, and faded or chipped interior paint.	FCS		2			2		4	2
Acoustical treatments, lighting upgrades, and new instrument storage cabinets in music rooms at SHS.	SHS		2			2		4	2
Locker room renovations at FCS.	FCS			3		2		5	2.5
Cafeteria upgrades at FCS to create a more inviting and functional space for students.	FCS			3		2		5	2.5
Transform and repurpose underutilized space at FCS to create a new makerspace, offering students the chance to develop hands-on skills in art, science, and career-technical education.	FCS			3		2		5	2.5
At SHS, renovate spaces accessed by students enrolled in special education programs to better meet the educational, physical, neurological, and behavioral needs of the students, fostering a sense of dignity and inclusion.	SHS		2				3	5	2.5

POTENTIAL CAPITAL PROJECTS		Group 1			Group 2			TOTAL SCORE	Average Score
Project Description	Impacted Location(s)	Tier 1	Tier 2	Tier 3	Tier 1	Tier 2	Tier 3	Lower # = higher priority	Lower # = higher priority
New water bottle filling stations at SHS.	SHS			3		2		5	2.5
At FCS, renovate spaces accessed by students enrolled in special education programs to better meet the educational, physical, neurological, and behavioral needs of the students, fostering a sense of dignity and inclusion.	FCS		2				3	5	2.5
Provide new flexible classroom furnishings at FCS to support a range of activities, room configurations, and small group work, supporting evolving learning approaches.	FCS			3			3	6	3
Library media center upgrades and new furnishings at FCS to provide engaging, flexible, multifunctional, and welcoming spaces that are inviting to students.	FCS			3			3	6	3
Science lab upgrades at FCS to meet Next Generation Science Standards for middle school students.	FCS			3			3	6	3
Repurpose and renovate existing space to provide "reset" room(s) for students to practice self-regulation skills at FCS.	FCS			3			3	6	3
Athletic field improvements at SHS.	SHS			3			3	6	3
Construction of a new storage building at SHS.	SHS			3			3	6	3
New gym addition at SHS.	SHS			3			3	6	3
Renovation of former Home Economics room into a modern Culinary Arts teaching space at SHS.	SHS			3			3	6	3
Provide new flexible classroom furnishings at SHS to support a range of activities, room configurations, and small group work, supporting evolving learning approaches.	SHS			3			3	6	3
Repurpose and renovate existing space to provide "reset" room(s) for students to practice self-regulation skills at SHS.	SHS			3			3	6	3

Submitted by

Elisa Warner

BRIC Architecture, Inc.

Attachment: PowerPoint Presentation



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SHERIDAN SCHOOL DISTRICT | LONG RANGE FACILITIES PLAN

Agenda

- Welcoming Remarks
- Brief Recap of Last Meeting
- Ranked Prioritization Criteria for Capital Planning
- Building Conditions Assessment Findings by School
- Group Exercise: Capital Improvement Planning
- Share Back
- Wrap Up / Next Steps

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Group Agreements

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SHERIDAN SCHOOL DISTRICT | LONG RANGE FACILITIES PLAN

Group Agreements



BE PRESENT!

Be on time and participate. Try to refrain from checking email and doing other tasks as much as possible.



STEP UP, STEP BACK.

Be mindful of taking too much or too little space.



ASSUME BEST INTENTIONS.

Everyone comes in with a different set of experiences and knowledge. Seek first to understand and assume best intentions in all interactions.



CALL EACH OTHER IN AS WE CALL EACH OTHER OUT.

When challenging someone's ideas or behavior, give feedback respectfully. When your own ideas or behavior are challenged, receive feedback respectfully.



SHARE GRATITUDE FOR FEEDBACK.

It is a gift when someone takes the time and risk to give feedback. Thank them for the learning opportunity and recognize you may have work to do.



RECOGNIZE THAT INTENT IS DIFFERENT FROM IMPACT.

The things we say or do may have a negative impact on others, despite our intent. Be accountable for the impact of your actions and words.



CREATE A SPACE FOR MULTIPLE TRUTHS.

Speak your truth and seek understanding of truths that differ from yours. Celebrate and embrace different perspectives.



NOTICE POWER DYNAMICS.

Power shows up in many different ways—be aware of how you might be unconsciously using your privilege and power.



CENTER LEARNING AND GROWTH.

This work is sometimes uncomfortable and uncertain. We may not always know the answers nor arrive at neat, tidy resolutions. We will make mistakes along the way. Remember we are all here to learn and grow, both individually and collectively. We won't "fix" it all in one meeting, but we will get closer if we are willing to be uncomfortable.

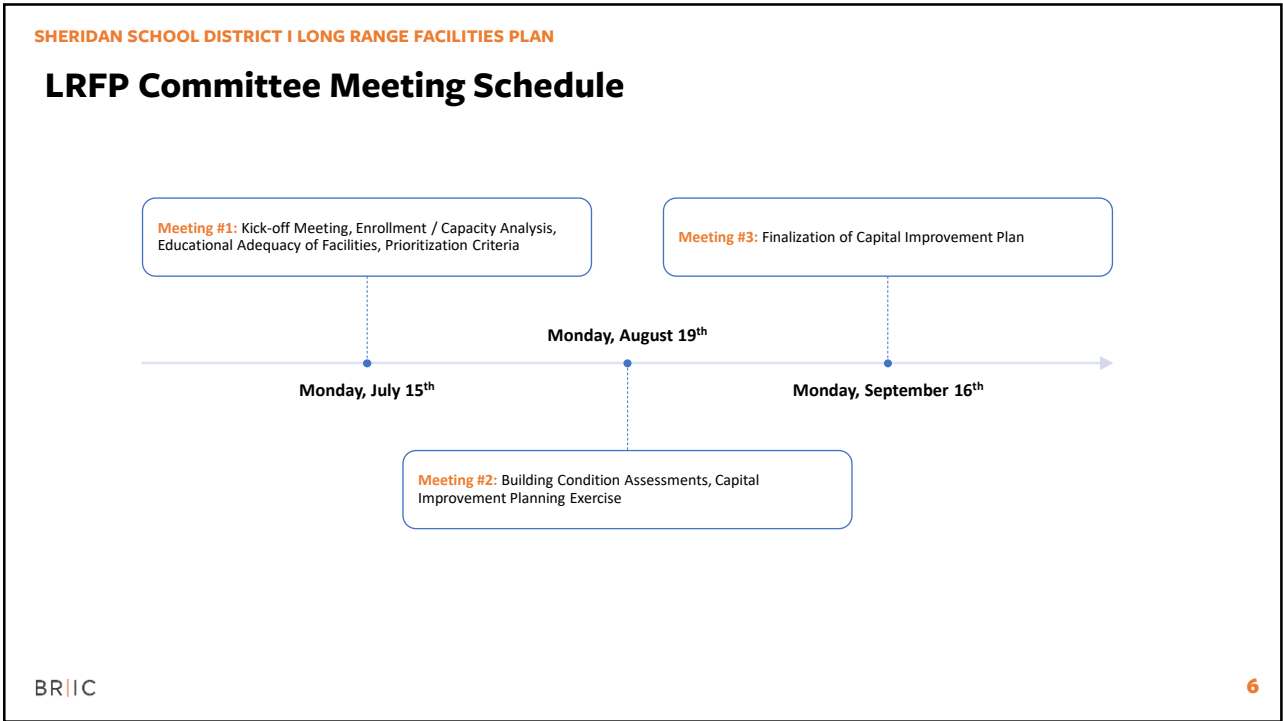
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Meeting Schedule

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Brief Recap of Last Meeting

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SHERIDAN SCHOOL DISTRICT | LONG RANGE FACILITIES PLAN

Brief Recap of Last Meeting

- Overview of 10-year school enrollment projections vs. current school capacity
- Presentation on educational adequacy assessments of school facilities.
- Discussion and voting on bond prioritization criteria.



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Top Ranked Prioritization Criteria

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SHERIDAN SCHOOL DISTRICT | LONG RANGE FACILITIES PLAN

Top Ranked Prioritization Criteria

- **Safety and Security:** Addresses immediate safety concerns and/or implements measures to enhance overall security. (100%)
- **Improved Learning Environments:** Improvements directly impact the quality of education and daily experiences of students, such as comfortable classroom conditions, flexible furnishings, spaces to support STEAM and/or CTE instruction, and other resources that support teaching and learning. (100%)
- **Infrastructure and Maintenance:** Maintenance needs & infrastructure improvements to ensure the longevity of facilities. (100%)
- **Community:** Facility improvements align with the needs and aspirations of the local community. (60%)



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Building Condition Assessments

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SHERIDAN SCHOOL DISTRICT | LONG RANGE FACILITIES PLAN

Facility Condition Assessments

- Architectural
- Structural
- Mechanical, electrical, plumbing
- Roofs
- School Sites / Playgrounds / Fields



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Faulconer Chapman School

- Paint doors, walls, ceilings
- Replace select flooring (hard surface flooring, stairs and floors)
- Replace single ply and built-up roofing
- Upgrade science and art rooms
- Restroom upgrades, including replacement of aging and/or damaged partitions and accessories
- Replace boiler
- Replace sanitary waste line and irrigation system
- Minor repairs to parking lot and roadways surfaces
- Window replacements



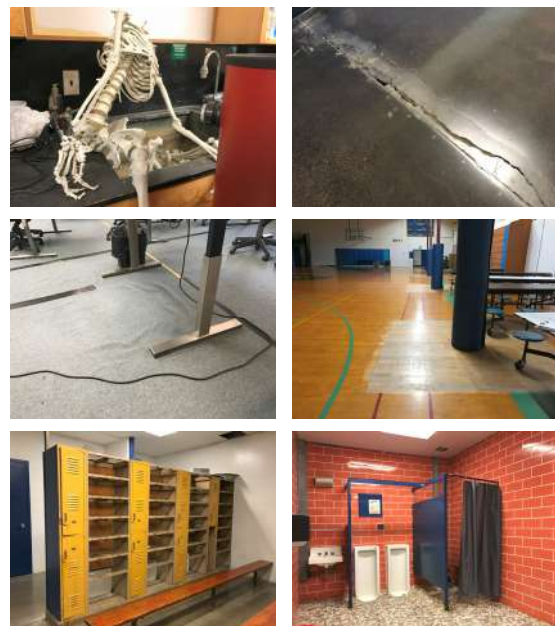
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Sheridan High School

- Paint walls and ceilings
- Flooring replacements throughout school
- Replace/upgrade food service equipment in kitchen and in vocational classrooms
- Remodel science classroom(s)
- Upgrade art rooms and stage equipment
- Replace select plumbing fixtures
- Upgrade/remodel toilet rooms and accessories
- Replace select roofing and replace skylights
- Replace roadway and parking lots
- Replace irrigation system
- Replace clock/intercom systems
- Replace carpeting in Building 1.
- Replace existing wood ramps for Building 1.



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Capital Improvement Planning

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SHERIDAN SCHOOL DISTRICT I LONG RANGE FACILITIES PLAN

Capital Improvement Planning

- A tiered system is commonly used in long range facilities plan as a prioritization framework.
- Intent is to organize projects according to their level of urgency, timeliness, and/or degree of impact.
- The final Tier 1 project list will serve as the starting point for developing a bond package.
 - Cost estimates will be generated for Tier 1 projects.
 - Not all Tier 1 projects will be included in the next bond; the final bond package will be reflective of the bond amount and community priorities (assessed via polling).

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PART 8 - DISTRICT-WIDE CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan

Based on the results of the various assessments and enrollment capacity analysis, the following district-wide priorities were identified by the Gladstone School District Long Range Facilities Planning Committee. The Capital Improvement Plan (CIP) addresses the District's facility needs over the next 10+ years, including building improvements at all buildings. Recommendations were prioritized across three categories: Tier 1 (0-5 years), Tier 2 (6-10 years), and Tier 3 (10+ years).

PRIORITIZATION CRITERIA FOR CAPITAL IMPROVEMENT PROJECTS

During the second meeting of the LRFPC Committee on April 30, 2024, committee members worked together to contemplate a list of prioritization criteria for evaluating the timing of capital improvement projects. After a lot of over a dozen potential criteria was finalized, Committee members engaged in a voting "dot" exercise to pick the top six (6) criteria as referenced when comparing and prioritizing projects. The final condensed list of criteria is listed below:

- Improved Learning Environments:** Improvements directly impact the quality of education, such as updated classrooms, technology infrastructure, and resources that support teaching and learning, outdoor education, and recreation.
- Safety and Wellbeing:** Addresses all potential security concerns. Balance emotional and physical safety for all inside and out.
- Future-Ready Spaces:** Ensures that school facilities are equipped with up-to-date technology infrastructure, equipment, furniture and transition technology and are adaptable to evolving educational needs driven by technological advancements.
- Infrastructure and Maintenance:** Maintenance needs & infrastructure improvements to ensure the longevity of facilities.
- Equity and Inclusion:** Equitable access to educational resources and opportunities, center those most impacted by inequity.
- Functional Outdoor Environments:** Ensures school sites are fully functional as learning and recreational resources.

TIER 1 (0-5 YEARS)

- Security improvements (including window coverings and upgrades at main entrances to provide secure entrances where missing and improving lines of sight/supervision) at all schools.
- Investment in resources for improved ADA access, safety, privacy, and inclusion at all schools.
- Roofing repairs and/or replacements at all buildings at all schools.
- Interior and/or exterior ADA upgrades at all schools.
- Replace security systems at all schools.
- HVAC upgrades/boiler replacements at all schools.
- Fire life safety upgrades/fire panels at all buildings.
- Structural and/or seismic upgrades at all buildings.
- Select door & window improvements - JWC, WALK, GHS.
- Plumbing upgrades and/or re-piping upgrades at all buildings.
- ADA playground upgrades and surfacing upgrades at GCHS and JWC.
- Acoustic facility upgrades at GHS (e.g., weight room upgrades, synthetic turf field, exterior LED lighting, etc.).
- Electrical panel upgrades (including panel upgrades, neutral systems and sub-panel equipment) at JWC and GHS.
- Site repairs/replacements (including drainage improvements, paving, fencing, bollards) at all schools.
- Aspen upgrades for safety at JWC.
- Exterior Envelope Maintenance at JWC and WALK.
- Replacement of classroom bookshelves in critical classrooms.
- Sanitary sewer upgrades to resolve basement flooding at District Office.



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Sheridan School District
 2010 Long Range Facilities Planning:
 Board of Directors Report
 from Planning Advisory Committee

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- Company Overview**
- | Item | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 |
|------------|--------|--------|--------|--------|--------|--------|--------|--------|
| Sales | 100.00 | 105.00 | 110.00 | 115.00 | 120.00 | 125.00 | 130.00 | 135.00 |
| EBITDA | 20.00 | 21.00 | 22.00 | 23.00 | 24.00 | 25.00 | 26.00 | 27.00 |
| Net Income | 10.00 | 10.50 | 11.00 | 11.50 | 12.00 | 12.50 | 13.00 | 13.50 |
- Financial Statements**
- | Item | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 |
|----------------------------|---------|---------|---------|---------|---------|---------|---------|---------|
| Income Statement | | | | | | | | |
| Sales | 100.00 | 105.00 | 110.00 | 115.00 | 120.00 | 125.00 | 130.00 | 135.00 |
| Cost of Sales | (80.00) | (81.00) | (82.00) | (83.00) | (84.00) | (85.00) | (86.00) | (87.00) |
| Gross Profit | 20.00 | 24.00 | 28.00 | 32.00 | 36.00 | 40.00 | 44.00 | 48.00 |
| Operating Expenses | (10.00) | (11.00) | (12.00) | (13.00) | (14.00) | (15.00) | (16.00) | (17.00) |
| Operating Income | 10.00 | 13.00 | 16.00 | 19.00 | 22.00 | 25.00 | 28.00 | 31.00 |
| Interest Expense | (2.00) | (2.10) | (2.20) | (2.30) | (2.40) | (2.50) | (2.60) | (2.70) |
| Income Before Tax | 8.00 | 10.90 | 13.80 | 16.70 | 19.60 | 22.50 | 25.40 | 28.30 |
| Tax Expense | (2.00) | (2.10) | (2.20) | (2.30) | (2.40) | (2.50) | (2.60) | (2.70) |
| Net Income | 6.00 | 8.80 | 11.60 | 14.40 | 17.20 | 20.00 | 22.80 | 25.60 |
| Balance Sheet | | | | | | | | |
| Assets | | | | | | | | |
| Current Assets | 50.00 | 55.00 | 60.00 | 65.00 | 70.00 | 75.00 | 80.00 | 85.00 |
| Fixed Assets | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 |
| Total Assets | 80.00 | 85.00 | 90.00 | 95.00 | 100.00 | 105.00 | 110.00 | 115.00 |
| Liabilities | | | | | | | | |
| Current Liabilities | 20.00 | 21.00 | 22.00 | 23.00 | 24.00 | 25.00 | 26.00 | 27.00 |
| Long-Term Liabilities | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 |
| Total Liabilities | 30.00 | 31.00 | 32.00 | 33.00 | 34.00 | 35.00 | 36.00 | 37.00 |
| Equity | 50.00 | 54.00 | 58.00 | 62.00 | 66.00 | 70.00 | 74.00 | 78.00 |
| Cash Flow Statement | | | | | | | | |
| Operating Activities | 10.00 | 13.00 | 16.00 | 19.00 | 22.00 | 25.00 | 28.00 | 31.00 |
| Investing Activities | (5.00) | (5.00) | (5.00) | (5.00) | (5.00) | (5.00) | (5.00) | (5.00) |
| Financing Activities | (5.00) | (5.00) | (5.00) | (5.00) | (5.00) | (5.00) | (5.00) | (5.00) |
| Net Change in Cash | 0.00 | 3.00 | 6.00 | 9.00 | 12.00 | 15.00 | 18.00 | 21.00 |



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- Tier I: 1-5 years
- Tier II: 6-10 years
- Tier III: 11+ years

- Use the Committee's Guiding Principles and Prioritization Criteria as a reference for decision-making.
- Blank cards are also supplied – feel free to write in other projects if you feel something important is missing.



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Share Back

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Questions and Next Steps

❖ Next meeting: September 16, 2024

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Thank You