



Long Range Planning Advisory Committee

Final Report 2012

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committee introduction

PURPOSE AND MISSION

The Long-Range Planning Advisory Committee (LRPAC) is formed to inform and advise the Superintendent and School Board in the development of comprehensive, long-term plans for facilities needs in the most effective and efficient way and in support of the School Division's Strategic Plan. As an advisory committee, the LRPAC will make recommendations for consideration to the Superintendent and School Board.

Issues which may be considered by the advisory committee shall include, but not be limited to:

- school program capacity;
- enrollment and projections;
- transportation and operating efficiencies related to facilities planning;
- CIP prioritization;
- creative financing and construction strategies;
- scope of renovations;
- school closures and new schools;
- student accommodation planning (building additions/modular relocations/ review of school boundaries); and
- the future of "learning spaces" as influenced by technology and other dynamic fields.

MEMBERSHIP

The 2012 Long-Range Planning Advisory Committee (LRPAC) is comprised of seven citizens appointed by the School Board & 4 citizens appointed by the superintendent, and is supported by school staff as follows:

Citizens: Ms. Anne Shipe, Jouett District Representative
VACANT, Rio District Representative
VACANT, Rivanna Representative
Dr. Tiffany Barber, Samuel Miller District Representative
Mr. Dean Riddick, Scottsville District Representative
Mr. Peter Wurzer, White Hall District Representative
Mr. William Tornrose, At-Large

Dr. Clare Keiser, Superintendent's Appointee
Mr. Hal Hurka, Superintendent's Appointee
VACANT, Superintendent's Appointee
Ms. Sharon Wood, Superintendent's Appointee

Staff : Mr. Josh Davis, Chief Operating Officer
Mr. Joseph P. Letteri, Director of Building Services
Mr. James Foley, Director of Transportation
Mr. William Deane, Assistant Director of Transportation Planning & Technology
Mr. Jackson Zimmermann, Executive Director of Fiscal Services
Mr. David Benish, Chief of Planning, Community Development
Mr. Vincent Scheivert, Chief Information Officer, DART
Mr. George Shifflett, Deputy Director of Building Services
Ms. Rosalyn Schmitt, Planner/Project Manager, Building Services
Mr. Montie Breeden, Project Manager, Office of Facilities Development

key influences

BOARD DIRECTION

At the March 22nd School Board Work Session, the LRPAC met with School Board members to ask specific questions in order to receive further direction for the committee's work. The full list of questions and responses is included as an Appendix, but two responses greatly influenced the committee's recommendation.

First, the school board instructed the committee to maintain and operate all schools. The closing of any schools was not to be considered by this committee. The committee was charged to seek parity amongst all schools as well.

Second, the school board stated that trailers should not be seen as a long-term facility solution. They requested that the committee propose a strategic plan to begin to phase trailers out of use. The recommended projects and the priority of such projects reflect these two responses.

CAPACITY POLICY REVISION

In response to last year's LRPAC recommendation, the School Board requested that all building capacities be evaluated. Staff began the evaluation in the fall of 2011. Their recommendation went before the board and was ultimately approved on April 26, 2012. The new method made three distinct changes: it creates a variable classroom multiplier (to account for smaller class sizes expected with differential staffing), increases the number of specialty classrooms that are excluded from capacity calculations and counts rooms in a more rigorous manner as compared to the current method. As a result, the revised capacities are more applicable to a school's specific population and program.

This change affected the LRPAC's work because it reduced the division's capacity by 789 seats (about 5%). The elementary school capacity was reduced by 10%, the middle school capacity decreased by 3% & the high school capacity increased by 1 %. The revised capacities delayed proposed actions at the high school level, but on the other hand it brought some elementary requirements more to the forefront.

recommendation

The following Capital Improvement Program (CIP) requests and associated revisions are the recommendation of the 2012 Long-Range Planning Advisory Committee (LRPAC). The total recommended CIP Request for FY2013/14 through FY2017/18 is \$86,043,000 which is a \$338,046 increase over the 5 year CIP budget request that was presented to the School Board last year. It is \$50,550,492 more than what was approved by School Board & the Board of Supervisors last year.

EXISTING CAPACITY UTILIZATION

At the March 22nd School Board meeting, Board Members expressed that the utilization of existing seats is favored over building additions or new schools. The LRPAC is in agreement and believe that using existing seats is the most *effective & efficient* way to meet our long term facility needs.

The LRPAC recommends that a redistricting committee be convened with changes enacted as early as the 2013/14 school year. This CIP recommendation is based on the assumption that redistricting will occur at Meriwether Lewis & Agnor-Hurt Elementary Schools to neighboring schools with excess capacity. If the Redistricting Committee’s evaluation determines that either of these scenarios is not feasible, the LRPAC recommendation will need to be revised.

CONTINUED/REINSTATED CIP PROJECTS

The following projects were included in the 2011 LRPAC recommendation. They are reinstated without revision:

- State Technology Grant Project Rank: 2 of 20
- Instructional Technology Project Rank: 3 of 20
- Administrative Technology Project Rank: 4 of 20
- School Bus Replacement Program Project Rank: 6 of 20
- Support Services Building & Storage Project Rank: 20 of 20

RECOMMENDED CHANGES TO CIP PROJECTS

- 1.) **MAINTENANCE REPLACEMENT PROGRAM: REVISE** 5 year request: \$25,231,000
Project Rank: 1 of 20

Rationale

The maintenance program was comprehensively re-evaluated & revised to reflect current facility needs. Specifically, large maintenance items for Yancey Elementary have been removed from the maintenance program and included in the scope of the Yancey project (see below).

- 2.) **TECHNOLOGY PROJECTS: REVISE**
TELECOMMUNICATIONS NETWORK UPGRADE (NEW) 5 year request: \$1.8 mil
Project Rank: 5 of 20

Rationale

Two previous requests (LAN & WAN) have been combined into one project request. Funding for this project will be used to upgrade the network telecommunications infrastructure to meet the expanding instructional and administrative data needs. This funding will allow for an increase in speed and density of the division's networking equipment and physical infrastructure. The upgrades will take the county beyond its current deployment, which is quickly becoming obsolete and will be unable to provide for future data needs, to a system that will provide for high density and high bandwidth application of contemporary web technologies such as on demand video, collaboration and distance learning in addition to our basic operational needs. This upgrade would provide for a more than ten-fold increase in bandwidth by migrating to the latest wireless and physical networking technologies, including the construction of county owned wide area wireless and optical data transport facilities.

- 3.) **STORAGE FACILITY LEASE: REVISE** 5 year request: \$795,000
Project Rank: 7 of 20

Rationale

This project provides funding for the lease payments for the School Division's portion of a storage facility lease. The current facility provides 31,970 square feet of storage shared by both Local Government and the School Division. Currently, schools use this facility for multiple uses including: a staging area for large deliveries, student records storage, flu epidemic supplies, the schools recycling program, furniture storage for future use or auction, kitchen equipment storage before auction, and storage miscellaneous custodial equipment & supplies. This lease is an alternative to building or purchasing a building for this purpose. Previously, the request was for \$150,000 per year. This has been revised to reflect inflation, as the cost of the lease is anticipated to increase each year.

- 4.) **YANCEY ELEMENTARY (NEW)** 5 year request: \$6,799,000
Project Rank: 8 of 20

LAND PURCHASE & SEPTIC SYSTEM 5 year request: \$422,000
(Complete by 2014/15 School Year)

MAINTENANCE 5 year request: \$1,085,000
(Complete by 2015/16 School Year)

MODERNIZATION & ADDITION 5 year request: \$5,292,000
(Increase Capacity to 169 & Open for 2015/16 School Year)

Rationale

The School Board gave clear direction that all schools shall remain open and that we should strive for parity amongst all schools. In response to this direction, the committee is proposing a multi-faceted approach to Yancey Elementary. First off, the septic system at the school needs to be replaced. Land must be purchased in order to have enough acreage for both a new field and a reserve field. This purchase and installation is of utmost importance and should be done as

soon as possible. Secondly, the school is overdue for maintenance on its HVAC system and roof, both of which need to be replaced. These projects were originally in the maintenance program, but due to their magnitude, this committee felt it appropriate to isolate it to the school specifically to identify the true costs of keeping & maintaining this small school. Lastly, the school has parity & trailer issues to overcome. The school utilizes two trailers and it would be over capacity without them. Two additional classrooms would need to be constructed for these trailers to be no longer needed. Built in the 1960's the school in general needs updating & renovation to bring it up to the standards of other schools. The scope of the modernization & addition project covers both of these issues.

It should be noted that the committee does not endorse nor support the large cost of this project. The only reason it is included is the school board's directed this committee to keep this school open. They do not feel it's an efficient use of resources. If the project moved forward, the cost would almost be \$50,000 per current student. At the cost of about \$10 mil, an addition could be built onto Scottsville Elementary which would meet the needs of both schools.

- 5.) **MURRAY HIGH SCHOOL (NEW)** Project Rank: 9 of 20
- Phase 1: ENTERPRISE RENOVATION** 5 year request: \$529,000
(Open for 2015/16 School Year)
- Phase 2: GYM & KITCHEN ADDITION** 5 year request: \$0
(Open for 2020/21 School Year)

Rationale

Currently, the Enterprise Program is held in trailers outside Murray High School. The committee feels strongly that this is not acceptable solution. There are safety and security concerns as well utilizing trailers with this particular student population. Furthermore, the Board does not see trailers as long-term solutions. The committee is proposing to renovate the front hall of classrooms to accommodate the program. The Albemarle Resource Center (ARC) currently uses the space so it would need to be relocated. This move should happen as soon as possible. The second phase of this project would add additional space for the school. The school does not have a kitchen, so food is not prepared on site. Their gym and weight room are also not meeting the school's needs. Additional gym space and a kitchen would meet the school's needs as well as offering amenities that other schools in the division already benefit from.

- 6.) **HENLEY MIDDLE SCHOOL: REVISE & ADD** Project Rank: 10 of 20
- AUXILARY GYM ADDITION (REVISED)** 5 year request: \$3,072,000
& MEDIA CENTER RENOVATION (NEW)
(Open for 2015/16 School Year)
- LARGE GROUP MEETING SPACE RENOVATION/ADDITION (NEW)** 5 year request: \$1,796,000
(Open for 2018/19 School Year)

Rationale

Additional interior PE space and gathering space is needed as this school's enrollment continues to increase. The space will be needed most when the enrollment exceeds 850, and this is projected to occur in the 2015/16 School Year.

Currently there are as many as 145 students in the gym at one time on inclement weather days (in the winter, excessive heat in the fall or spring, and rainy days); this overcrowding results in observation rather than participation. An auxiliary gym would also support extracurricular activities including Henley's volleyball & basketball programs which currently turn away interested students due to lack of space. The funding request has been slightly increased from the previous CIP request to include the renovation of the media center as well. Based on the Department of Education Guidelines, the media center is significantly undersized for the student population. The project will increase the footprint of the media center and renovate the space to meet the characteristics of a 21st Century Learning Space.

The second project for this school would create a large group meeting space. The existing administration area will be renovated to create such a space, and then an addition will be added on the front of the school to create a new administration area. The school is lacking an area where it can gather an entire grade level for presentations, group work, or other flexible uses. Henley is the largest middle school in the county, and other middle schools have a space for such uses. This is a parity issue. As an added benefit, the new administration space will improve building security.

Lastly, enrollment projections changed from last year. The school is projected to not be significantly over capacity until the 2020/21 school year, so the classroom addition has been eliminated from the plan.

7.) **RED HILL ELEMENTARY: REVISE**

MODERNIZATION & ADDITION

(Increase Capacity to 196 & Open for 2014/15 School Year)

5 year request: \$5,304,000

Project Rank: 11 of 20

Rationale

There is an ongoing disparity between this school and other elementary schools in the division that needs to be addressed. Art & Music classrooms are held in trailers, the media center is undersized, and the administration spaces are inadequate. The request also includes an expansion to the gym. The school and larger community would benefit from a full-size gym as activities are restricted by the current small gym. The project is revised from last year to replace the furniture throughout the building rather than just the new spaces. This project addresses the parity issue and removes the use of four trailers.

8.) **LAND (NEW)**
PURCHASE

5 year request: \$8,368,000
Project Rank: 12 of 20

Rationale

While a new school may not be in the 10 year plan, the LRPAC and School Board both agree that land should be purchased in preparation for long-term plans. With the continuing pressure on Albemarle High School and a growing population in the northern end of the county, a new high school will eventually be needed. The LRPAC is recommending that enough land be purchased on public water/sewer to accommodate a complex of schools and support buildings. This is an efficient use of resources and provides flexibility for future plans. The land cost is being driven by its location in a designated growth area. If it were located in a non-designated growth area the costs would be significantly less.

9.) **AGNOR HURT (NEW)**
ADDITION

(Increase Capacity to 598 & Open for 2016/17 School Year)

5 year request: \$4,783,000
Project Rank: 13 of 20

Rationale

Agnor-Hurt Elementary was 111 students over capacity during the 2012/13 school year. The school utilizes two trailers and a third one is being installed this summer. The school is projected to be over capacity by about 180 students in five years. This committee is recommending immediate redistricting to relieve the pressure. Acknowledging the school is in a growth area with its urban location, the committee is also recommending an addition to provide additional seats.

10.) **WESTERN ELEMENTARY SCHOOLS ADDITIONS: REVISE**

CROZET ELEMENTARY ADDITION

(Increase Capacity to 472 & Open for 2017/18 School Year)

5 year request: \$5,826,000
Project Rank: 14 of 20

Rationale

The Western end of the county is growing and seats are needed. However, the enrollment projections decreased as compared to last year. Last year, additions were proposed onto Meriwether Lewis and Crozet (2 phases). Looking at the western elementary schools in totality, only one addition is needed. Meriwether Lewis was 66 students over capacity during the 2011/12 school year. They currently utilize two trailers and one more is being added this summer. The enrollment is projected to be over 100 students over capacity within 5 years and about 150 in 10 years. None of the other schools (Brownsville, Murray, or Crozet) are projected to be over capacity within 10 years. To relieve some of the pressure immediately, the LRPAC committee does recommend redistricting before any addition is constructed. The committee acknowledges that redistricting cannot solve the entire issue. In response, the committee evaluated additions at various locations, and ultimately decided that Crozet Elementary would be the best location to build additional seats. Meriwether Lewis is on a septic system and not in a designated growth area. Crozet Elementary is in a designated growth area, is on public water & sewer, has better roads & access, and has a larger site (more acreage & more flexibility).

11.) **STONY POINT ELEMENTARY (NEW)**

ADDITION

(Increase Capacity to 301 & Open for 2017/18 School Year)

5 year request: \$2,070,000

Project Rank: 15 of 20

Rationale

Last year the LRPAC recommended redistricting to occur at this school. Current enrollment and projections dropped by the time a redistricting committee met, and in the end the redistricting committee elected to not move any students. After the redistricting recommendation was complete, the building capacity figure was decreased and this school is again significantly over capacity. In the 2012/13 school year, the school is projected to be over capacity by more than 60 students. In five years, the school is projected to be over capacity by more than 100 students. The school is utilizing 4 trailers. This committee is recommending an addition to add additional seats to bring the school's capacity to about 300. This is a more viable figure from a staffing perspective. Redistricting may be a more cost-efficient option. Enrollment should be monitored closely through the 2013-14 school year before making a decision to redistrict or replace the trailers with a building addition.

12.) **CONTEMPORARY LEARNING SPACES (NEW)**

5 year request: \$1,250,000

Project Rank: 16 of 20

Rationale

The School Board has identified "support for developing Contemporary Learning Spaces" as one of its top five areas of focus within the Albemarle County Public Schools 2012-2013 Strategic Priorities. The development of contemporary learning spaces represents a key performance indicator for *Goal 1: Prepare all students to succeed as members of a global community and in a global economy* and *Board Priority 1.1: Develop Lifelong-Learner (LLL) competencies in all students*. Student learning (the learning work) is supported by the use and design of the learning space. This project will fund the creation of contemporary learning spaces in school classrooms and libraries on an annual basis. Contemporary learning spaces are spaces that facilitate collaboration, creativity, and productivity. They are innovative spaces that incorporate critical elements of the modern workplace, so that students can develop skills and understandings in an authentic environment. The design of such flexible spaces allow students to research, collaborate, create, and share as they work.

13.) **WESTERN ALBEMARLE (NEW)**

MODERNIZATION/RENOVATION

(Open for 2018/19 School Year)

5 year request: \$2,192,000

Project Rank: 17a of 20

Rationale

This high school was built in the 1970's and little updating has been done since. This project identifies key areas that need to be addressed. Its last major building project was over 15 years ago. Albemarle & Monticello have both received work in that time frame. The project will first improve the function & efficiency of the kitchen. Then the second phase includes a new entrance canopy along with refacing the front entrance. This will be combined with a renovation/expansion of the administration area. These changes will update the building, give

the administrative staff much needed space, and more importantly a more secure entrance. Lastly, this project includes the addition of a forum space. It will be a gathering area for larger groups that the school would greatly utilize. Monticello High School has a similar space.

14.) **HIGH SCHOOL ADDITIONS: REVISE/ELIMINATE**

W. ALBEMARLE HIGH SCHOOL ADDITION

(Increase Capacity to 1,314 & Open for 2020/21 School Year)

5 year request: \$0
Project Rank: 17b of 20

Rationale

An addition onto Monticello was included last year as a solution to the overcrowding at Albemarle High School. With the new capacity numbers, the issue is not as severe. Albemarle is still projected to be over capacity by about 50 students in five years and 160 in 10 years. Western is also projected to be over capacity (about 20 in five years & 170 in 10 years). In totality, including Monticello, the high schools will be over capacity by about 175 students in 10 years. This can be solved by one addition, and the committee is recommending that it be built onto Western Albemarle. Continued growth in the Western Feeder Pattern necessitates the need for additional seats. The additional seats would also bring the high school to the appropriate size in comparison to those elementary schools & middle school which feed into it. The funding request was revised after the feasibility study was reevaluated and the renovation work was identified as a separate project.

15.) **SCOTTSVILLE (NEW)**

ADDITION

(Increase Capacity to 232 & Open for 2019/20 School Year)

5 year request: \$392,000 (design only)

Project Rank: 18 of 20

Rationale

The school utilizes four trailers. The school would be over capacity without them. Per the school board's direction to strategically eliminate trailers, this project proposes an addition onto Scottsville that would eliminate the reliance on the trailers.

This is a small addition, but the site & septic system would support a larger addition. At the cost of about \$10 million, an addition could be built to support both the Scottville & Yancey student population. This size addition is not included at this time, though (see note about Yancey project & related school board direction).

**SCHOOL DIVISION CIP: PROJECT EXPENDITURE SUMMARY
LONG RANGE PLANNING ADVISORY COMMITTEE 2012**

RANK	PROJECT		YEAR												
	School/ Department	Description	1	2	3	4	5	5 Year Total	6	7	8	9	10	FY 18 -23 Total	10 Year Total
			2013/14	2014/15	2015/16	2016/17	2017/18		2018/19	2019/20	2020/21	2021/22	2022/23		
1	Building Services	Maintenance	4,477	4,899	4,755	5,288	5,812	25,231	6,650	5,828	5,945	5,788	7,037	31,248	56,479
2	Technology	State Technology Grant	752	752	752	752	752	3,760	752	752	752	752	752	3,760	7,520
3	Technology	Instructional Technology	575	575	575	650	650	3,025	650	650	650	650	650	3,250	6,275
4	Technology	Administrative Technology	183	261	261	261	263	1,229	263	263	263	263	263	1,315	2,544
5	Technology	Telecommunications Network Upgrade	900				900	1,800	500	500				1,000	2,800
6	Transportation	School Bus Replacement	1,475	1,525	1,630	1,738	1,674	8,042	1,836	1,952	2,143	2,218	2,352	10,501	18,543
7	Various	Storage Lease	150	155	159	164	168	796	173	177	182			532	1,328
8	Yancey	Purchase Land +Install Septic Roof & HVAC Maintenance Modernization + Addition	422 661 426	424 4,866				422 1,085 5,292						0 0 0	422 1,085 5,292
9	Murray High School	Phase 1: Enterprise & Science Lab Renovations Phase 2: Kitchen Renovations & Weightroom Addition	529					529	58	461				519	1,048
10	Henley	Ph 1:Gym/Media Center Ph 2:Large Group Meeting Space	214	2,858		125	1,671	4,869						0	4,869
11	Red Hill	Modernization + Remove Trailers	440	4,864				5,304						0	5,304
12	Future	Land for Northern Complex	40	60	8,268			8,368						0	8,368
13	Agnor-Hurt	Addition		383	4,206			4,589						0	4,589
14	Crozet	Addition			462	5,364		5,826						0	5,826
15	Stony Point	Addition			159	1,884		2,043						0	2,043
16	Various	Contemporary Learning Spaces	250	250	250	250	250	1,250						0	1,250
17	Western Albemarle	Kitchen Upgrades (PH 1), Modernization (Phase 2), Addition (Phase 3)		24	244	171	1,753	2,192	764	7,837				8,601	10,793
18	Scottsville	Addition					392	392	3,639					3,639	4,031
19	Northern Elementary	Addition						0			484	4,960		5,444	5,444
20	Support Services	New Building + Storage						0		727	8,318			9,044	9,044
TOTAL			11,494	21,896	21,721	16,647	14,285	86,043	15,284	19,147	18,737	14,631	11,054	78,853	164,896

* Inflation is calculated at 3% rate/year