

NORTHERN YORK COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

Ad hoc Facilities Committee
Minutes

1. **Date:** Tuesday, December 4, 2018
2. **Time:** 8:00 p.m.
3. **Location:** NYCSD Administration Building, 650 S. Baltimore Street, Dillsburg, PA 17019
4. **Board Members Present:**
 - a. John Gunning
 - b. Kevin Barnett
 - c. Ann Hoverter
5. **Administration Present:**
 - a. Dr. Eric Eshbach, Superintendent
 - b. Jason Young, Business Manager
 - c. Matt Johnson, Director of Buildings and Grounds
6. **Discussion:**
 - a. Dr. Eshbach opened the meeting with a discussion of the purpose of the ad hoc committees. These committees will be in place through the development and adoption of the 2019-2020 General Operating Budget. Four ad hoc committees have been established in areas that the Administration anticipates will be impact areas in the upcoming budget and in subsequent budgets. The four areas will also have a major impact on operational efficiency of the District and, ultimately, the education of our students.
 - b. The core function of any school district is learning. In order for learning to take place, students and staff must be assured of a safe, comfortable environment. The facilities that we build and maintain are essential for learning, but also constitute a significant portion of our annual budget. In many instances, needs in the areas of buildings and grounds have come to the board as high priority due to deteriorating conditions. We wish this committee to serve as a launching pad for short and long term facility planning so as to minimize those “emergency” situations.
 - c. **Goals for the Future:** Dr. Eshbach conveyed the importance of “starting with the end in mind” and shared thoughts on “Future Perfect Planning”.
 - i. Safe, secure and comfortable buildings that enable learning to take place in a model that is adaptable to current and future needs.
 - ii. A long-term, defined, and prescriptive plan for funding the Capital Reserve Fund.

- iii. The development of a Facilities Plan that looks 10-20 years into the future for preventative maintenance and building needs.
- d. Main Issues of Concern: Mr. Young and Mr. Johnson shared four main areas of concern that need to be addressed immediately for the goals to be accomplished.
 - i. Northern Middle School
 - 1. Electrical System
 - 2. Chiller--never serviced
 - 3. Water infiltration into the auditorium
 - 4. Age of facility and infrastructure
 - 5. Existing issues with over-crowding
 - ii. Roofs at Northern Elementary and Northern Middle School
 - iii. Athletic Facility issues
 - 1. Lighting at Bostic/Soccer
 - 2. Natatorium bleachers, scoreboard, and HVAC
 - 3. Overall condition of fields and possibility of turf fields
 - 4. Tennis courts
 - iv. Blacktop repairs necessary at all buildings
 - v. William Wells Young and if/how to maintain
 - vi. Main Campus traffic flow
- e. Path to the Future: The committee discussed steps for moving from our existing state to our "Future Perfect State."
 - i. Analysis of the Middle School structure needs to take place, but more than just a feasibility study. We need to be assured of the soundness and longevity of existing infrastructure and systems.
 - ii. The development of a Facilities Plan that analyzes building and facilities needs through 2040.
 - iii. Consideration of a Bond Issue to address significant repairs and additions needed after a review of the Facilities Plan and areas of concern.
 - iv.
- f. Moving forward: Suggestions for what the Administration needs to bring back to the Committee:
 - i. Big picture is very important before we do anything. So the Facilities Plan is crucial.
 - ii. Identifying anything now that is of a critical nature. This is not a wish list, these are needs.
 - iii. Look for experts to give guidance on this Facilities Plan.
 - iv. Process for procurement should be included in the Facilities Plan...what mechanisms should be used for procurement?