MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION
WORK SESSION
SEPTEMBER 14, 2023

The Wilson County Board of Education held a Work Session on Thursday, September 14, 2023, at 5:00 p.m. in the Administrative Office, 113 N. Tarboro Street. Chairman Dr. Christine Fitch called the meeting to order at 5:00 p.m. with the following members present:

Dr. Christine L. Fitch, Chairman
Henry E. Mercer, Vice-Chairman
Velma Barnes
Beverly Boyette
Blake Boykin
Rhyan Breen
Debora Powell
Dr. Lane B. Mills, Secretary

The meeting was livestreamed through the Wilson County Schools (WCS) YouTube Channel. The public could also view the meeting through links on the WCS Facebook, Instagram and Twitter pages and the WCS website.

Others present were Associate Superintendent Dr. Cheryl Wilson, Assistant Superintendent for Administrative Services Dr. Ben Williams, Executive Director of Facility Services Greg Woodard, Director of Public Relations Amber Lynch, Administrative Assistant to the Superintendent and Board Clerk Linda Horrison, as well as Board Attorney Katie Cornetto. Also present were Skinner Farlow Kirwan Architecture (Ben Skinner, Brad Farlow, Alicia Kirwan and Toneisha Mathis), Barnhill Contracting (John Smith, Joey Wilkins and Carey Walker) and CPL Architecture (Graham Boyd). There were no citizens in attendance.

After calling the meeting to order, Dr. Fitch asked for approval of the agenda. Ms. Powell made the motion, seconded by Mr. Breen and Mr. Boykin, that the agenda for the September 14, 2023, Work Session of the Board of Education, be approved. The motion passed unanimously, 7-0.

Dr. Fitch led the Pledge of Allegiance, followed by a moment of silence.

Under Chairman's Comments, Dr. Fitch shared that the purpose of the Work Session is to continue the discussion of long-range facilities planning for WCS.

Under Long-Range Facilities Planning for WCS, Dr. Mills shared with the Board that he will discuss the following items during today's meeting:

- Review Design, Projected Costs and Timeline for the New Frederick Douglass Elementary with the assistance of Skinner Farrow Kirwan Architecture (SFK) and Barnhill Contracting Construction Manager at Risk (CMAR)
- Revisit Security Vestibules & High School Auditoriums at Fike and Hunt High - Project Scope Reductions by SFK Architects
- Review Hunt High Track Project Scope and Schedule with the assistance of Graham Boyd, PA with CP&L Architects

- Public School Building Repair and Renovation Funds (PSBRRF)
  Beddingfield High
    - *Game Art Design*
    - *CTE Culinary Arts*

  Retrofit Speight Middle to a K-8 School
- WASH Clinic Relocation at Beddingfield High and Next WASH Clinic Location
- Redistricting High Schools
- Scheduling Next Work Session

Dr. Mills shared the following information with the Board:

- New Frederick Douglass Elementary
    - The County Commissioners have requested that the Board of Education apply for the Needs-Based Public School Capital Funding (NBPSCF) from NC Department of Public Instruction (NCDPI) for the 2023-24 school year for the new Frederick Douglass Elementary. The funding cycle has not been posted yet. In the past, the deadline has been in August with notification in October. This project has been submitted twice previously and the district did not receive funding.
    - Design/planning is underway. The Board received a memo from the Chair of the County Commissioners regarding the Commissioners request to design the school to accommodate 520 students with the capacity to expand the facility at a later date as needed. The County Commissioners have allocated $27 million for the project. SFK presented the overall working design of the school. They shared input from stakeholders and a designer schedule that included the following: Schematic Design (June 16, 2023), Design Development (September 18, 2023), Demo Drawings (October 3, 2023), 60% construction documents for review (November 30, 2023) and construction documents for bidding (February 13, 2024). They also shared that additional classrooms can be added to accommodate more students.
    - Barnhill Contracting Company presented cost estimates. The bid package for the demolition of the current Frederick Douglass Elementary has been posted. The demolition is anticipated to start in November with completion in March. The estimated schematic design construction for Phase 1: Early Demo is $2,392,752; and Phase 2: New School is $37,144,792, for a total construction estimate of $39,537,544. They shared a proposed construction schedule that included the following: Phase 1: Early Demo Bid (November 6, 2023); Phase 1: Start Demo (November 14, 2023); Phase 2: Bid Period (March 2024); Phase 2: Start Construction (May 2024); and Phase 2: Construction Completion (September 2025). They also shared that after demolition, bricks will be available to the public on a first come first serve basis. This will be coordinated through the Administration.
    - Dr. Mills shared that he will present the cost estimates to the County Manager to share with the County Commissioners to request more funding since the cost exceeds the $27 million that was originally allocated for this project. It was requested by the Board that Dr. Mills also share similar costs from other school districts that are building new elementary schools.
- Additional Field Trip/Bus Tour Items
    - Prioritized Projects:

        - High School Security Vestibules (Hunt Hunt and Fike High)
        - High School Science Labs (Beddingfield High, Hunt High and Fike High)
        - High School Auditorium Renovations (Beddingfield High, Hunt High and Fike High)
    - At a previous meeting, the Administration asked SFK to revisit the initial design of the security vestibules to seek a reduction in costs while maintaining adequate security – these scenarios would have to be reviewed by NCDPI
    - SFK presented the revised information and costs for the high school security vestibules. Fike High security vestibule design is 65% complete, with a third-party cost opinion at $290,207. Hunt High security vestibule design is 65% complete, with a third-party cost opinion of $202,273.
    - Science labs are cost prohibitive and would need to be revisited at a later date depending on funding from the County Commissioners. The cost will be $5.3 million plus $220,000 for furniture.
    - The Administration has asked SFK to revisit the initial design of the high school auditorium renovations. The Administration was waiting on a decision from the NC Department of Insurance on the need for inclusion of sprinkler systems and bathroom design questions. During the meeting, SFK informed the Board that sprinklers are not required since capacity is not being increased. An updated cost estimate will be provided as soon as possible. The high schools will have accessible ramps with reduced seating to accommodate the ramps.
    - It was the Board's consensus for Dr. Mills to present information on the projects to the County Manager for the County Commissioners once SFK provides him with an updated cost estimate.
- Hunt High School – 8 Lane Track
    - The County Commissioners have requested that the project be ready to begin at the conclusion of the 2023-24 Hunt High football season. The date of the last possible home playoff game is December 1 based on the current schedule (the State Championship game is scheduled for December 8/9). Playoffs begin on November 3. The date of the last regular season game is October 27 (away at Fike).
    - The County Commissioners have allocated $2.9 million for the project.
    - Graham Boyd, Architect with CPL presented the scope, timeline and estimated cost for the track project. The overall estimate is $2.5 million, which is an increase of $230,000. The intent is for the project to be ready to go to the lowest bidder at the end of November.
- Public School Building Repair and Renovation Funds (PSBRRF)
    - Funds are available to the district, but an approved project is required. The total funding at present is $816,605.41.
    - The project submission requires the signatures of both the Chair of the Board of Education and the Chair of the County Commissioners.
    - Requests must be submitted to the School Planning Section of NCDPI. The district will receive funding in four increments.
    - For the PSBRRF, there is no matching requirement and no deadline for spending the funds.

- According to NCDPI officials, indications are that whenever a budget for the current biennium is passed, there will be additional appropriations of $500,000 for the 2023-24 fiscal year and $500,000 for the 2024-25 fiscal year. As with all lottery-sourced funds, distribution of PSBRRF revenue to counties/LEAs is made four times over the fiscal year, roughly coinciding with each fiscal year quarter.
- Recommended Options
  - Beddingfield High and "Old Wilson Academy of Applied Technology (WAAT)" Renovations
    - Classroom modifications and upgrades to support: Game Art Design courses and teams; and relocate and expand the Culinary Arts program (Career Technical Education (CTE) can assist) to allow for an in-school café, catering and upgrade of equipment.
  - The Administration can get a cost estimate and prepare the application for signatures from the County Commissioner Chair and the Board of Education Chair pending Board approval.
- Dr. Mills will present cost estimates and rough designs to the County Manager for the application for existing funds. These projects can be completed during the school year and summer.

At 6:49 p.m., Mr. Breen left the meeting

- Retrofit Speight Middle to a K-8 School
  - At a previous meeting, it was shared that Stantonsburg Elementary has 196 students and Speight Middle has 207 students. Speight Middle has a capacity of 500 students. Staff have reviewed the classrooms at Stantonsburg and Speight along with the anticipated classes needed for the upcoming years. Due to class size requirements in grades K-3, the current configuration of Speight would require the addition of classrooms to allow for a transfer of Stantonsburg.
  - The anticipated allocations from PSBRRF for 2024 and 2025 ($1 million total) could be used for this project along with additional needed funding from the County. The project meets the guidelines for the usage of the funds. The Board needs to discuss a formal request to the County Commissioners to seek funding for additional classrooms to be constructed. These additions could allow for the closing of Stantonsburg and the transfer of their student population to Speight.
  - A formal cost estimate of the project will need to be completed prior to any request for funding.
  - It was the Board's consensus to seek a formal cost estimate to be shared with the County Manager and show savings estimation for retrofitting Speight Middle to a K-8 School. The discussion with the County Manager will include why extra capacity is needed for another wing.
- High School Redistricting
  - At a previous meeting, the Board approved redistricting of the three traditional high schools for the 2024-25 school year.
  - Dr. Mills discussed the option of employing an outside firm or allowing the Administration to manage the process. An outside firm can be selected and

scheduled. If needed, vendors can be scheduled to present to the Board at the October meeting or a separate Work Session ahead of this scheduled meeting. The district has software that will allow the management of the process internally from start to finish. Maps have been updated and verified with Wilson County Schools Transportation Department and NCDPI and sent to the Wilson County Planning Department. Once the first month enrollment data for the current school year is verified, all of the necessary data to begin and complete the process will be available.

- The process needs to be completed by the end of the school year to allow for transitions with transportation, staff and notification, etc.
- Ms. Boyette made a motion, seconded by Ms. Powell, that the Board hold redistricting of high school considerations in advance for the next two years. Mr. Mercer asked to delay redistricting for one year and revisit at the end of that year. The maker of the motion agreed to a friendly amendment. Ms. Boyette made a motion, seconded by Ms. Powell, that the Board hold in advance the redistricting at the high school level for a minimum of one year with the reconsideration possible for two years within the intervening time. The motion passed unanimously, 6-0.

- WASH Clinics
  - Current WASH Clinic at Beddingfield High
    - Relocated to inside of Beddingfield in the "Old WAAT" office areas
    - Separate entrance with safety features and reception area
    - Would require some renovations - plumbing will be costly
    - Existing mobile unit is WCS owned and can be stored or repurposed
    - The Healthcare Foundation is in support of this change.
  - New WASH Clinic at Darden Middle School
    - Placement in a former classroom on 6th grade hallway
    - Access through the side entrance and near water/sewer supply for retrofit
    - The Healthcare Foundation of Wilson is in support of this location.
  - The Board needs to formally approve these selections. Work can begin as soon as possible with an anticipated opening date of August 2024.
  - Ms. Barnes made the motion, seconded by Mr. Mercer, that the Board approve the establishment of the WASH Clinic at Darden Middle School, and the relocation of the WASH Center at Beddingfield High School into the portion of the vacated space for WAAT ensuring funding through the Healthcare Foundation. The motion passed unanimously, 6-0.
- New Elementary School on Existing Wells Site
  - It was the Board's consensus to direct the Superintendent to get a formal cost estimate of the project to be completed prior to any request for funding and share with the Board at a later date.
- Next Work Session
  - A joint meeting with the County Commissioners will be scheduled once the State Budget is passed.
  - The Board would like a cost estimate, sample reports and review options for contracting with an outside vendor to assist with the preparation and delivery of a 5-year capital plan.
  - A tentative date for the next Facilities meeting will be determined.

There being no further business at 7:26 p.m., Ms. Barnes made the motion, seconded by Mr. Mercer, to adjourn the meeting. The motion passed unanimously, 6-0.

Christine L. Fitch

Dr. Christine L. Fitch, Chairman

L B Mills, Ph.D.

Dr. Lane B. Mills, Secretary