



YAMHILL CARLTON SCHOOL DISTRICT

120 N. Larch Place - Yamhill, OR 97148 | PH: 503-852-6980 - FX: 503-662-4931 | www.ycsd.k12.or.us

BOARD OF DIRECTORS

REGULAR SESSION AGENDA

LOCATION: YCSO BOARDROOM: 120 N. LARCH PL. YAMHILL OR 97148

Or VIA ZOOM <https://us06web.zoom.us/j/91341315065>

Password: sW66uH

Thursday, January 23, 2025

Work Session: 6:00pm

AGENDA

- I. Call to Order Work Session
- II. Flag Salute
- III. S.A.S Team Member Approval (Action Item)
- IV. Long Range Facilities Planning Discussion
- V. Adjournment

Note: Unless approved, Regular Meetings of the Board of Directors will be no longer than 3 hours in length at any single session. **INTERPRETERS FOR THE HEARING IMPAIRED:** To request interpreter services for this meeting call 503-852-6980 at least 24 hours prior to the meeting.

Supporting All Students (S.A.S.) Team

This is an advisory group focused on the equitable success of all student populations, and is composed of YC staff, parents, students, and community members.

S.A.S. Member Nominations	
Name	Role/Reason
Kenzie Kenda	Classroom Teacher
Becca Joramo	Classroom Teacher
Beth Patt	Classroom Teacher
Sherri Nauman	Instructional Assistant
Sheryl Richardson	ELL Teacher
Bridget Neal	SpEd Teacher
Hilaree Vanderpas	SpEd Teacher
Tina Hayward	Counselor
Sarah Sitton	Parent
Michelle Partin	Parent
Lucas Partin	Student
TBD	Budget Committee Member



"SMALL SCHOOLS, BIG ACHIEVEMENTS"

YAMHILL CARLTON SCHOOL DISTRICT LONG RANGE FACILITY PLANNING COMMITTEE – **PHASE 2 UPDATE**

REPORT TO BOARD OF DIRECTORS
January 23, 2025



COMPILED BY
R&C
MANAGEMENT GROUP, LLC



EXECUTIVE SUMMARY

PAST REPORT: The Yamhill Carlton School District Board of Directors authorized the hiring of R&C Management Group in February 2023 to conduct facility assessments and facilitate long range facility planning in response to receiving a State 2021 Technical Assistance Program (TAP) Grant which was required to be fully executed by December 1, 2023. Assessments were conducted in summer 2023 and a community planning process implemented in the Fall of 2023.

THIS REPORT: The Yamhill-Carlton School District chose to re-visit that planning one year later and hired R&C Management Group for a more abbreviated process. The district has internally implemented multiple capital projects throughout 2024 to address the most pressing needs with progress against roofing, siding, and mechanical projects as well as an initiative to re-invest in the existing grandstand structure in lieu of a replacement structure, which was a key-component of the last planning process.

The remaining capital needs and budgets associated with that work were re-evaluated. This **UPDATED** planning was conducted with a similar community group with many of the original members.

COMMITTEE MEMBERS:

Tami Zigler
Ian Barr
Clint Raever
Susan FitzGerald
Amanda Dallas
Kay Echaui
Sherri Nauman

Brian King
Buzz Ready
Tom Sherwood
Roy Durfee
Julia Howard
Jordan Slavish
Mary Brown

Jami Egland
Tanner Smith
Chad Tollefson
Ken Watson
Kyle Laier





EXECUTIVE SUMMARY

MEETING SUMMARY

Through the process, a range of \$18-\$24 million in facility needs were identified by R&C management Group and Yamhill Carlton School District between the three school district sites.

The committee spent the first meeting hearing from the school district about projects they had completed or had initiated. They also were reminded of prior projects that came out of the last planning session and shown updated budgets given a year of inflation and, in some cases, new information that has been discovered. They broke down into small groups to discuss the biggest challenges.

The second meeting was spent primarily in small group discussions regarding prioritization of each of the district needs at each site. The two largest projects (classroom addition at elementary school and gym vs. cafeteria addition at elementary school) were discussed at length with valid perspectives on both.

The third, and final, went through an evaluation of each table's capital plans and placed projects in two categories: 1) more imminent needs where financing may be required and 2) longer term needs that should be accomplished internally. No financing method was discussed, as the district is not currently seeking a bond. The bigger projects were left unresolved, pending further interaction with the community at large.





EXECUTIVE SUMMARY

CAPITAL PLAN RECOMMENDATION AND OPTIONS

LIST OF COMMITTEE'S HIGHEST PRIORITY PROJECTS

CONSENSUS PHASE 1 PLAN			
PRIORITIZATION	SCOPE	OVERALL PROJECT BUDGET	EXPECTED REMAINING LIFE NOTES
1	ELEMENTARY AND INTERMEDIATE: Provide interior security vestibules with minor office reconfiguration and access controls with door release	\$405,000	2 years - entry vestibules are considered basic security provisions at a school, and none of the 3 schools have them - first opportunity should be prioritized (high school moved to long term due to campus configuration)
2	HIGH SCHOOL: At original building, repair cracked walls, expose from exterior and waterproof, and re-work existing storm system / paving to collect and divert away from building and off site	\$327,000	2 years - water intrusion occurring now and will have impacts to other surfaces. <u>Reduced</u> : basement addressed in 2024.
3	INTERMEDIATE: Remove and replace all single ply roof (upgrade insulation and replace rotted sheathing)	\$587,000	2 years - leaks occurring now and mitigated with spot repairs. <u>Reduced</u> : a portion of the roof was replaced in 2024.
4	ELEMENTARY: Replace current in-room units with new VRF wall-mount units for heating and air conditioning with rooftop condensers with Digital Controls	\$1,305,000	2 years - compressors failing regularly and heat build up in warmer months impacting learning. District is also exploring alternatives currently.
5	HIGH SCHOOL: Upgrade mechanical in original building to include cooling only in instructional areas, boiler re-tubing, and new digital controls in main building with digital controls in auxiliary buildings too.	\$1,446,000	2 years - in failure now and heat in warmer months makes spaces unusable
6	INTERMEDIATE: Remove and replace wood siding and repair masonry cracks, repoint, and re-seal masonry veneer. With this, replace the remaining 30% of failed aluminum windows	\$502,000	4 years - in failure now and mitigated with spot repairs. <u>Reduced</u> : some of this work was done in 2024.
7	INTERMEDIATE: Remove and replace asphalt at main parking lot and make pavement repairs at roadways. Include storm system replacement at parking and building perimeter	\$779,000	2 years - asphalt in failure and storm drainage issues now approaching entry points. <u>Reduced</u> : Some storm work accomplished in 2024.
8	ELEMENTARY: Remove and replace all asphalt at main parking lot; over-excavate soft spots, add catch basins and storm pipe for better storm control	\$471,000	2 years - in failure now
9	HIGH SCHOOL: Select replacement and repairs throughout campus to parking, drives, and sidewalks, where heaving or sinking occurring and apply seal coat to all.	\$1,006,000	2 years - some areas in failure, and those that aren't need to have cracks sealed.
10	ELEMENTARY: Construct new 2550 SF cafeteria up in front of the school (partial demolition), renovate kitchen, and eliminate staff lounge. LRC will need to move. Gym will stay as is.	\$2,848,000	2 years - already an impact to instruction with current enrollment. Gym and cafeteria sharing space does not work for current program needs.
11	INTERMEDIATE: Upgrade digital controls for mechanical system	\$296,000	10 years - existing system serviceable and supplemented with portable units
12	HIGH SCHOOL: Replace all flooring (some asbestos) in corridors and rooms in original building except old wood floors (strip and refinish) and remove wall carpet	\$953,000	10 years - surfaces in tact but odor, condition, and presence of asbestos are contributing factors; wood gym floor reaching end of useful life - cannot be sanded again.
13	ELEMENTARY: Interior and exterior wall finishes - minor repairs and painting	\$367,000	10 years - spot repairs are being accomplished.
14	INTERMEDIATE: Replace oldest carpet and VCT floors as well as gym wood floor	\$396,000	10 years - floors in poor condition but serviceable. Wood floor cannot be sanded again. <u>Reduced</u> : Some floors replaced in 2024.
15	HIGH SCHOOL: Replace ceiling tiles and add seismic bracing (code) and clips to main gym	\$134,000	10 years - tiles are stained and occasionally fail, but system otherwise in tact
		\$11,822,000	

NOTE: Not included above (needing community at large input) is a classroom addition at the elementary school of either 3 or 6 classrooms in the \$4-\$8 million range



EXECUTIVE SUMMARY

CAPITAL PLAN RECOMMENDATION AND OPTIONS

LIST OF COMMITTEE'S LONG-TERM PRIORITY / INTERNAL PROJECTS

SITE	ISSUE / NEED OBSERVED	ANTICIPATED PROJECT BUDGET (2025 VALUES)
ELEMENTARY SCHOOL (K-3)		
	Repair and repaint stucco siding	\$ 27,000
	Minor repoint and reseal masonry siding	\$ 35,000
	Minor repairs to metal covered play roof	\$ 46,000
	Partial flooring replacement (carpet and VCT)	\$ 147,000
	Minor ceiling staining	\$ 35,000
	Storm sewer expansion / repair	\$ 174,000
	Expand exterior lighting for safety	\$ 70,000
INTERMEDIATE SCHOOL (4-8)		
	Masonry veneer: Significant repointing, minor repair and re-sealing	\$ 266,000
	Increase level of exterior site lighting	\$ 63,000
HIGH SCHOOL (9-12)		
	Main: wood siding needing minor repair and painting	\$ 50,000
	Main: Some exterior doors swell and stick - replacing panels only	\$ 34,000
	Main: strip and refinish wood floors in classrooms	\$ 101,000
	Main: Replace stained ceiling tiles	\$ 26,000
	Main: Fire sprinkler pressure regulation	\$ 34,000
	Main: Upgrade casework in science and art	\$ 50,000
	Expand security fencing around campus	\$ 158,000
	Expand and repair site storm sewer	\$ 302,000
	Expand site lighting around key entry points	\$ 58,000
	Add security vestibule at main entry (re-work reception)	\$ 167,000
	Old Gym: Add acoustic separation to upper gym	\$ 76,000
PRELIMINARY BUDGET TOTALS		\$1,919,000



EXECUTIVE SUMMARY

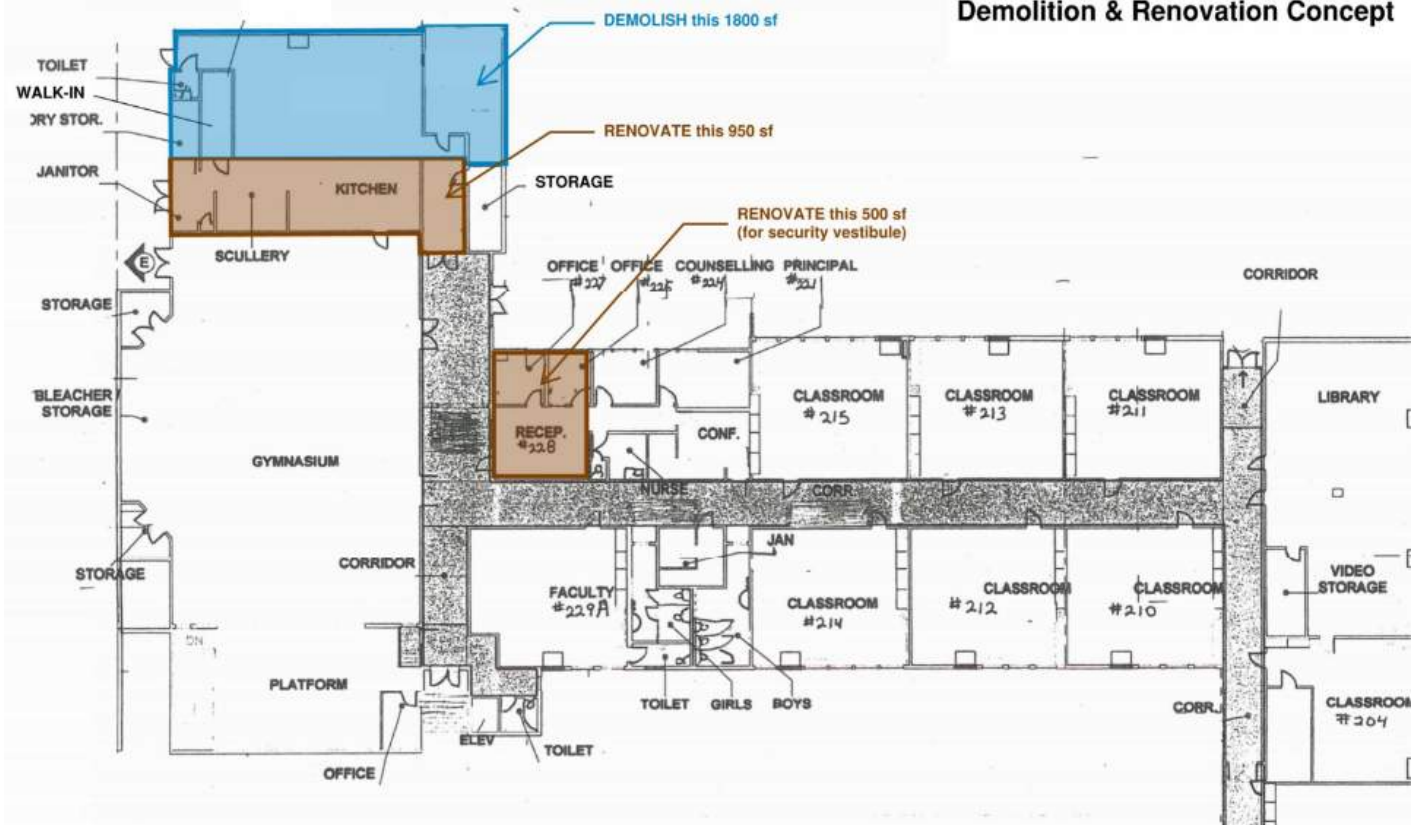
PLAN RECOMMENDATION AND OPTIONS

The \$13.75 million COMBINED list is inclusive of the highest priority items in the district as determined by the committee. These represent both immediate and long-term needs and are likely to require funding beyond the district's general operating funds.

Note that this plan assumes that the separation of the elementary school gym and cafeteria is accomplished by adding a cafeteria up front (contrary to the 2023 plan which was to build a new gym and covered play structure). While this approach will cost less, there are logistical challenges to this cafeteria approach, which includes adding restrooms and renovating the kitchen (included in budget) and relocating the LRC (not included in budget – pending finding a place for the program). For the latter, the classroom discussion (on the subsequent page) may help address the long-term home for that program. A crude diagram of the cafeteria addition assumption is included below and on the subsequent page.

YAMHILL-CARLTON ELEMENTARY SCHOOL

Demolition & Renovation Concept



R&C
MANAGEMENT GROUP, LLC

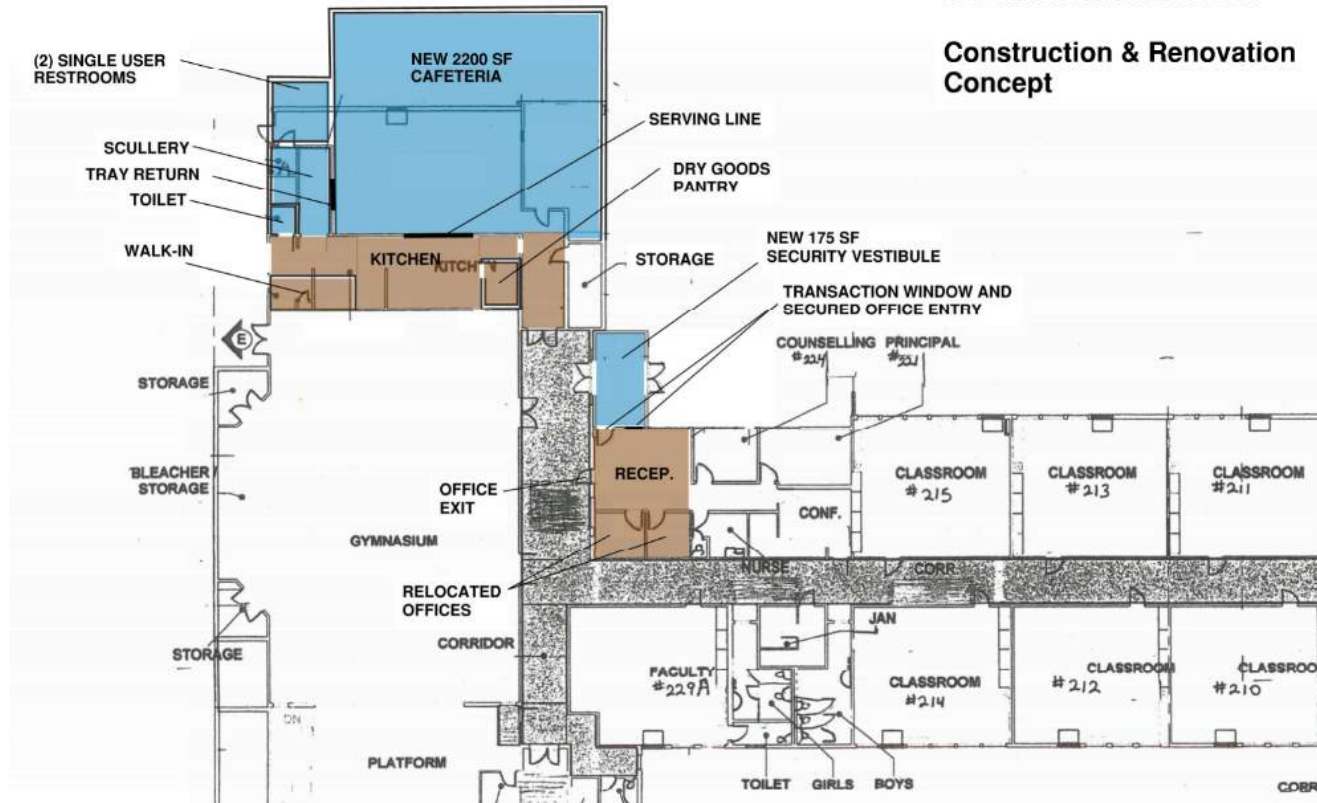


EXECUTIVE SUMMARY

PLAN RECOMMENDATION AND OPTIONS

YAMHILL-CARLTON ELEMENTARY SCHOOL

Construction & Renovation Concept



Before any funding is pursued, it is highly recommended that multiple polls and townhall-style meetings be conducted to reveal the larger community sentiment. From that data, clarity should be provided regarding the following:

Elementary School Classroom Addition: Excluded from the lists is a budget for a classroom addition to the standalone building behind the main school. It was designed to have a future 3-classroom (or 6-classroom, 2-story) addition. There are modulares on site right now, that the smaller addition would offset, though construction in the area indicates growth could occur (albeit projected at a slow pace). Alternatively, moving 4th grade back to the elementary level might also be appealing to the community as a 4-8 configuration (currently at the intermediate school) is uncommon.

Alternative Funding Strategies: While the district has done well to leverage general fund and grant dollars for small scale capital projects, there are larger projects that appear beyond the capacity of the general fund. Strategies for capital levies, loans, and general obligation bonds should be explored with financial consultants and forwarded to the community for comment.

Comments Regarding Proposed Priorities: While the committee was a good cross section of the community, it represents a very small percentage. It is ideal to share what the district has done and plans to do as well as gauge the support (and funding) for the larger projects.



EXECUTIVE SUMMARY

PLAN COMMUNICATIONS

Pursuing any alternative funding in the future, requires the district to build trust with their community. Some of the work accomplished under the prior bond met with some negative reactions. One of the best tools for building that trust is to illustrate what the district is accomplishing with internal funds and how they are being good stewards of their buildings:

- Identify capital grants received and what they were used for as well as work accomplished with existing internal funding
- Discuss the creative manner in which the grandstand was repaired.
- Discuss the current priorities and how those were arrived at and what projects are planned for in the future with internal funds (understanding it is not all riding on the taxpayer)
- Tour facilities and show the good work the district is doing as well as the ongoing and pressing needs.

There will still be community members that will push back on the prior bond. These concerns need to be addressed ahead of pursuing alternative funding. The district should identify safeguards that they will implement to ensure good use of funds and high quality. Strategies to potentially roll out to the community may include:

- Development of Technical Systems and Material Standards that are incorporated into each design and construction contract.
- Scope shall be provided with a higher level of specificity so exact parameters as it relates to areas of impact, level of repair / replacement, and intended end-result are clearly defined.
- Incorporation into all contracts specific reporting protocols regarding confirmation that these standards have been met and requiring this of the construction manager ahead of approval of designs and acceptance of construction.
- All substitution requests of materials or systems (only allowed if there is no availability), be vetted and approved by the Board. Otherwise, substitutions are to be rejected.
- The Executive level committee (administration and Board) shall be the sole reviewer of designs through the Schematic level to confirm that scope has not increased, budget has been maintained, and standards have been met. Only at the Design Development level shall site-based committees be engaged, so as to maintain strong cost management.

END OF EXECUTIVE SUMMARY

