

# CITY OF WINCHESTER, VIRGINIA

## CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: September 22, 2015

ITEM TITLE: Winchester Public Schools Board Restructuring and Project Update

PUBLIC HEARING DATE:

The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda. The completion of review only addresses the readiness of the issue for Council consideration. This does not address the recommendation for approval or denial of the issue.

Review:

Eden Freeman	Completed	09/16/2015 4:29 PM
Anthony Williams	Completed	09/17/2015 9:55 AM
Eden Freeman	Completed	09/17/2015 12:25 PM

  
Eden Freeman, City Manager 9/16/2015



APPROVED AS TO FORM:

  
CITY ATTORNEY

  
Eden Freeman, City Manager 9/17/2015

Mark Y. Lineburg, Ed.D.



12 N. Washington Street  
Winchester, VA 22601

**Date:** September 16, 2015  
**To:** Winchester Common Council and City Manager  
**From:** Mark Lineburg, Superintendent of Schools  
**RE:** **September Report**

---

Winchester Public Schools is a cutting edge school system. Following is a snapshot of our demographic data along with top accomplishments and challenges facing the school division.

**Fall 2015 Demographic Data**

Total enrollment: 4,398  
Total students receiving free and/or reduced lunch: 2,738 (62%)  
Total Hispanic population: 1,512 (34 percent)  
Total Black/African American: 547 (12 percent)  
Total American Indian or Alaska Native: 81 (2 percent)  
Total Asian: 102 (2 percent)  
Total White: 2,616 (59 percent)  
Total 2 or More Races: 408 (93 percent)

**Top Five Positives**

1. Implementation of One-to-One initiative. Every 6<sup>th</sup> grade student at Daniel Morgan Middle School has been issued a Chrome Book. Our goal is to expand the One-to-One program in grades 5-12 in the next 2-4 years.
2. Vast expansion of preschool program. We have expanded our preschool program from 2 sections to 8 sections through a Federal grant. \$4.1 million grant.
3. Winchester Public Schools is ranked in the top 10 in funding for City school divisions in Virginia.
4. Vast expansion of Career and Technical offerings. During the 2014-2015 school year, we awarded 732 Industry Certifications.
5. Tremendous growth of summer programs. Twenty-six percent of our students attended summer programs.

### **Top Five Challenges**

1. Over 60 percent of our students are on free and reduced lunch. Our economically disadvantaged students are less likely to be in advanced programs.
2. Disproportionality- WPS is a minority majority school division. Our African-American students are suspended from school at a greater rate. In addition, we are disproportionate in the number of students earning advanced diplomas.
3. Building relationships and cultivating opportunities for English Second Language Learners. Winchester has one of the fastest growing ELL rates in the Commonwealth. Nearly 20 percent of our students are ELL with most being at the elementary level.
4. Family Involvement- We must find ways to get families more involved in our school system, especially our most at-risk families.
5. Redistricting and facilities- A comprehensive plan to implement redistricting coupled with the need to program the current Central Administrative Office, John Kerr on Jefferson Street, and Douglas Community Learning Center.



TO: Winchester City Council

FROM: Erica Truban, Chairman, Winchester Public Schools  
Mark Lineburg, Superintendent, Winchester Public Schools

DATE: 9/14/2015

SUBJECT: New JKES Update

---

We appreciate this opportunity to provide an update to the City Council on the new John Kerr Elementary School construction. The project continues to be on time and on budget, and we anticipate no delays in opening the school in August of 2016. The building is approximately 50% complete on construction and payments to the contractor. The owner's contingency balance is healthy with approximately \$470,000 remaining of the \$500,000 available. The School Board will soon be considering two modifications which would result in draws from the contingency account: screening of roof-top HVAC equipment, and construction of a plaza area outside of the cafeteria. There have been no change orders to date.

Currently, the outer shell of the building about 80% completed, with anticipation that the entire building will be enclosed in time for winter weather. This should allow interior work to be completed throughout the winter months, and thus limit any delays in the construction timeline due to weather.

Notable upcoming construction events (next two weeks) include:

- Beginning of exterior brick work
- Complete slanted metal roofing and begin installing horizontal roofing
- Complete HVAC duct work and sprinkler systems

We have attached a copy of the most recent project status report prepared for the School Board, which contains more specific project information, including cost accounting, status of construction activities, and project photos. The next report will be provided at the September 28<sup>th</sup> school board meeting. Should you have any questions, please do not hesitate to reach out to either of us.

---

---

# John Kerr Elementary School Project



PPEA Developer: C & S Design & Development Company, LLC

General Contractor: Caldwell & Santmyer

Architect: RRMM Architects

WPS Project Director: Ed Smith

WPS Project Manager: Kevin McKew

Project Report #4

Date: August 24, 2015

---

---

**Administrative Data**

Architect: RRMM  
 General Contractor: Caldwell & Santmyer  
 Phase of Work: Construction  
 Fund Source: PPEA / G. O Bond Funding

**Scope of Work**

Design—build of new elementary school located on extension of Meadow Branch (427 Meadow Branch Ave.)

**Upcoming Activities (3 week outlook)**

- Pour elevated slab: media center; 2<sup>nd</sup> floor main corridor
- Interior block walls – C Wing
- Sprinkler mains in classroom wings
- Prep exterior walls for insulation & brickwork
- HVAC/Plumbing/Electric/Sprinkler: continue bldg rough-ins
- Exterior metal framing C Wing

**Vital Statistics**

Building capacity	650 students	
BLDG lot area	9.24 acres	
Gross	BLDG ground floor area	53,137
	BLDG 2 <sup>nd</sup> floor area	43,374
	Total BLDG area	96,511
Parking (vehicle)	113 spaces	
Parking (buses)	11 spaces	

**Current Project Activities**

Perry Engineering	Grading embankments; removal of excess material; prep bus parking lot
RCD Electric	Electric rough-ins; site lighting
Patton Masonry	Cafeteria; gymnasium walls
RBI	Plumbing rough-ins; duct work install
Caldwell Santmyer	Metal framing; exterior wall board; prep for roof installation

**Contract Expenditure Data**  
 (Through Contractor Payment #3 7/31/15)

<b>Original Contract Sum (construction, permits, fees) .....</b>	<b>19,345,000.00</b>
<b>Net Change by Change Order .....</b>	<b>0</b>
<b>Contract Sum to Date .....</b>	<b>19,345,000.00</b>
<b>Total Completed and Stored to Date.....</b>	<b>8,090,642.33</b>
<b>Retainage (5% of Completed Work).....</b>	<b>264,807.00</b>
<b>Retainage (5% of Stored Materials).....</b>	<b>0</b>
<b>Total Retainage.....</b>	<b>264,807.00</b>
<b>Total Earned Less Retainage.....</b>	<b>7,825,237.71</b>
<b>Less Previous Certificates for Payment.....</b>	<b>6,921,370.75</b>
<b>Current Payment Request #7.....</b>	<b>903,866.96</b>
<b>Balance to Finish, Including Retainage.....</b>	<b>11,519,762.29</b>

**Budget Data**

	<b>INITIAL</b>	<b>CURRENT</b>
Total Cost of Site	1,450,000.00	1,450,000.00
Site Development Costs	1,440,000.00	1,440,000.00
A & E Services	1,300,000.00	1,300,000.00
Hard Building Costs	13,780,000.00	13,780,000.00
Project Administration, Bonds, and Insurance	650,000.00	650,000.00
Allowance	125,000.00	125,000.00
Fee / Overhead & Profit	600,000.00	600,000.00
3rd Party Testing	80,000.00	96,935.00
Commissioning	75,000.00	75,000.00
Owner Contingency	500,000.00	483,065.00
<b>Total Project Cost</b>	<b>20,000,000.00</b>	<b>20,000,000.00</b>

**Contingency Account**

<b>Item</b>	<b>Amount</b>	<b>Contingency Balance</b>
Project Start	N/A	500,000.00
Budget Transfer to 3rd Party Testing	16,935.00	483,065.00
Printing Cost	477.4	482,587.60
Credit BLDG Permit Fees	+ 15,852.00	498,439.60
Structural Mods for HVAC Equipment Screening	29,533.00	468,906.00

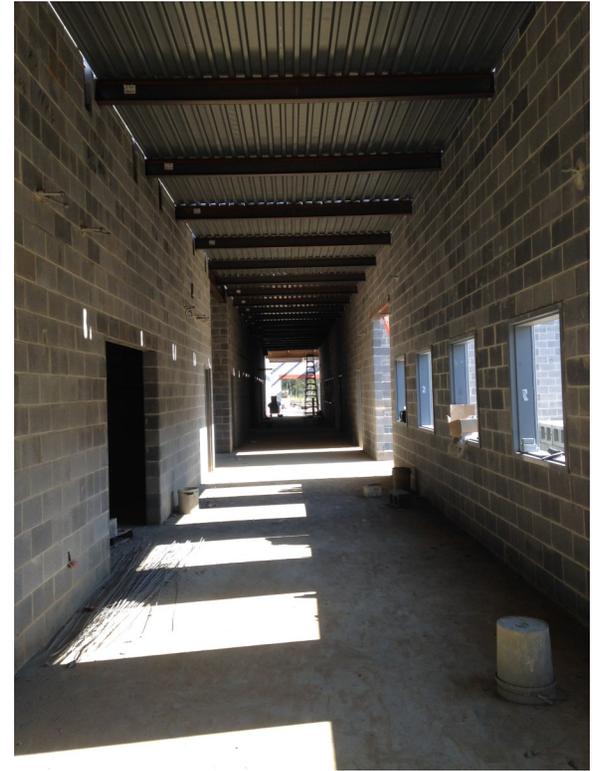
BULLETIN BOARD UPDATES



Admin Suites



Kitchen/Loading Dock



Main Hall First Floor



Gymnasium Walls



Bus Loop



K-1 Wing



Second Floor Metal Decking

**RESOLUTION**  
**OF THE SCHOOL BOARD OF THE CITY OF WINCHESTER, VIRGINIA,**  
**TO RECOMMEND A REDUCTION**  
**IN THE NUMBER OF SCHOOL BOARD MEMBERS**

RECITALS

**WHEREAS**, pursuant to Article VIII, section 7 of the Virginia Constitution, the supervision of the Winchester City School Division (the “School Division”) is vested in the School Board of the City of Winchester, a Virginia public body corporate (the “School Board”), which is composed of members selected by the Council of the City of Winchester, Virginia (the “Council”) in the manner, term, and number provided by the Charter for the City of Winchester (the “City Charter”), consistent with provisions of the Code of Virginia;

**WHEREAS**, it appears Section 14.01(A) of the City Charter currently requires that the School Board shall consist of nine members, who shall be appointed by Common Council to serve four-year terms; one member shall be appointed for each of the four districts (wards) in the City; and five members shall be appointed at large; provided, however, no more than three members shall be residents of the same district;

**WHEREAS**, as a result of there being two vacancies on the School Board, including a vacancy in the representation of Ward 3, there are currently seven members serving on the School Board;

**WHEREAS**, it appears that Section 14.01(C) of the City Charter and Virginia Code § 22.1-50 currently require the Council to fill the vacancy for any unexpired terms;

**WHEREAS**, to allow for the continuity of dedicated and experienced leadership in Board governance, the School Board respectfully believes it to be in its best interests that the current two vacancies be filled by the Council;

**WHEREAS**, it appears additional vacancies will occur following the expiration of School Board member Thomas’ term in 2017, representing Ward 4, and School Board member Di Benedetto’s term in 2018, representing Ward 2, neither of whom seemingly will be eligible for reappointment;

**WHEREAS**, upon the vacancy of School Board members Thomas and Di Benedetto, Ward 2 and Ward 4 will continue to be represented by other current School Board members also representing those Wards;

**WHEREAS**, following deliberation and discussion, including opportunity for public input, the School Board finds that a membership consisting of seven School Board

members serving at-large may best promote and provide for the efficient governance of the School Division;

**WHEREAS**, with having seven School Board members serving at-large, the School Board also finds that having at least one member from each ward and no more than three members from the same ward, will further promote and provide for the efficient governance of the School Division;

**WHEREAS**, to allow for the continuity of dedicated and experienced leadership, at a time when such leadership is particularly important to the School Division, the School Board regards and recommends to Council that it is in the School Board's best interest to transition its membership to eight members, effective July 1, 2017 upon the expiration of School Board member Thomas' term, and then to remain at seven members, effective July 1, 2018 following the expiration of School Board member Di Benedetto's term;

**WHEREAS**, any change to the composition of the School Board requires an amendment to the City Charter, an action that the School Board understands must be initiated by the Council and enacted by the General Assembly, by the start of a process which requires the adoption of an ordinance by the Council; and

**WHEREAS**, to initiate this process, the School Board finds it both constructive and in the School Division's best interests to confirm, affirm and ratify by this formal resolution its advice and recommendation to Council to reduce the number of its members.

**NOW, THEREFORE, BE IT RESPECTFULLY RESOLVED BY THE SCHOOL BOARD FOR THE CITY OF WINCHESTER, VIRGINIA:**

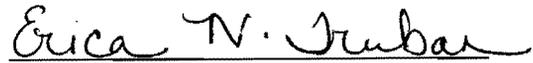
1. The School Board hereby reaffirms, finds and determines that a membership consisting of seven School Board members will best promote and provide for the efficient governance of the School Division beginning July 1, 2018.
2. The School Board hereby respectfully requests and recommends to the Council that it appoint Board members to fill the current two vacancies on the School Board.
3. The School Board hereby respectfully requests and recommends to the Council that it initiate the process to amend the City Charter, a process that ultimately requires approval by the General Assembly, by first adopting an ordinance to amend Section 14.01(A) of the City Charter to state that the School Board of the City of Winchester, Virginia, shall consist of seven members, effective July 1, 2018, and further provide that, notwithstanding this number of School Board members, the School Board shall consist of eight members between the period of July 1, 2017 and

June 30, 2018. The ordinance to amend Section 14.01(A) of the City Charter may further state that, effective July 1, 2018, all members shall be appointed at-large, with at least one member representing each of the four wards; provided, however, no more than three members shall be residents of the same ward.

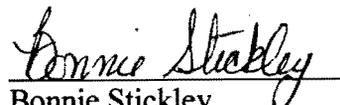
4. The Clerk of the School Board is authorized to transmit a copy of this signed resolution to the Clerk of Common Council, upon direction by the Chair of the School Board, who is authorized to take such further actions and execute such documents as may be necessary to implement this resolution in consultation and cooperation with the Council.

ADOPTED this 24th day of August, 2015.

SCHOOL BOARD OF THE CITY  
OF WINCHESTER

  
Erica Truban, Chair

ATTEST:

  
Bonnie Stickley  
School Board Clerk