

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
Joint Meeting with Williamsburg-James City County School Board, Board of Supervisors,
and Williamsburg City Council
via Zoom
December 4, 2020
9:00 AM

A. CALL TO ORDER

ADOPTED

Ms. Ownby called the School Board to order at 9 a.m.

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Mr. Pons called the City Council to order at 9 a.m.

**Board of Supervisors
James City County, VA**

Mr. Icenhour called the Board of Supervisors to order at 9 a.m.

B. ROLL CALL

Board of Supervisors: Present were Ms. Sue Sadler, Mr. John McGlennon, Ms. Ruth Larson, and Mr. James Icenhour (Chair). Mr. Michael Hipple joined the meeting at 9:05 a.m. Also present was Mr. Scott Stevens, County Administrator.

City Council: Present were Mr. Caleb Rogers, Ms. Barbara Ramsey, Mr. Douglas Pons (Mayor), Mr. Pat Dent, and Mr. Ted Maslin. Also present were Mr. Andrew Trivette, City Manager, and Ms. Sandi Filicko, Clerk of Council.

School Board: Present were Dr. James Beers, Ms. Kyra Cook, Mr. Greg Dowell, Ms. Julie Hummel, Mr. Jim Kelly, Ms. Lisa Ownby (Chair), and Mrs. Sandra Young. Also present were Dr. Olwen Herron, Superintendent; Ms. Rene Ewing, CFO; and Ms. Janet Cerza, Clerk of the Board.

C. JOINT MEETING AGENDA ITEM

1. Presentation of Superintendent's Proposed FY 22-FY 31 Capital Improvements Plan

Dr. Herron and Ms. Ewing presented the Superintendent's Proposed FY 22-FY 31 Capital Improvements Plan. *(See attached presentation)* The presentation included:

- Current CIP Project Status
- Enrollment Information
- CIP Focus/Information
- Projected Enrollment vs. Capacity: High Schools
- High School Capacity Modifications
- Projected Enrollment vs. Capacity: Middle Schools
- Projected Enrollment vs. Capacity: Elementary with PreK
- Elementary Capacity Modifications
- Modifications to FY 22
- Modifications to 10-Year Plan
- Additions to 10-Year CIP
- CIP: HVAC/Window Replacement
- CIP: Roof Replacement/Repair/Refurb.
- CIP: Other Projects
- Facilities - New Construction
- Recommended Projects FY 22-FY 26

There was discussion on the number of elementary school classrooms dedicated to PreK; creating an advisory group including Ms. Vinroot, Director of James City County Social Services, Child Development Resources, Community Action Agency and a member from the County, City and School Division to evaluate information on PreK needs; and, hiring a qualified researcher to assist the advisory group. The advisory group/task force would be charged to look at the current PreK options and determine the PreK needs in the community. Some questions would be: should there be dedicated spaces in the community to deal with PreK; what is the available amount of space in the elementary schools; what is the most efficient and effective way to address the needs. A qualified researcher (funded through grants or by the County and City) could be hired for 6-9 months at the cost of \$50,000 to \$100,000 to work with the advisory group/task force. The advisory group/task force would present their findings by September 2021.

There was discussion on asking the School of Education to participate on the advisory group/task force; the timing of the elementary school without having the analysis done on PreK; whether PreK enrollment was included in the FutureThink projections; community housing growth; growth in special education, English language learners and homeless students; stress on the teaching staff; responsibility of the County and City to fund all the needs with limited funds; trailers are being used at two elementary schools (Matthew Whaley and Stonehouse); future growth merges with programs (dealing with COVID-slide); and, smaller class sizes would provide greater educational opportunities.

Discussion followed on plans for school staff to receive the COVID vaccine; taking a macro-view of the situation (teacher pay, school sizes compared to nearby localities); and, comparable communities' data (number of schools, class sizes).

There was consensus to move forward with an advisory group/task force with details to be dealt with by the School Liaison Committee in January.

The same (enrollment/housing) growth numbers should be used by the localities and the schools (age restricted communities should be taken into account); district funding of school divisions (County and City contribution); what intent of families is in regard to educating their children (virtual, home school, private school); and, maintenance of existing schools.

D. ADJOURNMENT

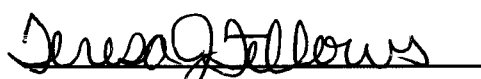
1. Adjourn

At 10:27 a.m. the School Board, the City Council, and the Board of Supervisors adjourned.

The Board of Supervisors took a roll call vote to adjourn the meeting until 5 p.m. on December 8, 2020, which carried 5:0.

The City Council took a roll call vote to adjourn the meeting, which carried 5:0.

The WJCC School Board adjourned at 10:27 a.m.


Deputy Clerk

Superintendent's Proposed FY22-31 Capital Improvement Plan

December 4, 2020

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Current CIP Project Status

School	Project Description	Status
Norge	Partial Refurbishment	On hold
James River	Partial Refurbishment	On hold
Stonehouse	Partial Refurbishment	On hold
Matoaka	Repaint & Resurface Roof	On hold
Berkeley	Partial Roof Repair	On hold; 30% complete
Berkeley	HVAC Replacement (design)	On hold; 30% complete

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Current CIP Project Status

School	Project Description	Status
Norge	Replacement of gym floor	On hold
Norge	Restroom update	On hold
Norge	Partial Refurbishment (tiles)	On hold
Stonehouse	Roof Evaluation & Repairs	In process
Jamestown	Walk in Refrigerator/Freezer	In process
Warhill	Auxiliary Gym (Design)	In process
Division	Parking repairs	In process

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Enrollment Information

- **Low Projection from October 2019: 11,389**
- **Current Year Enrollment (Sept. 30th): 10,858**
- **Enrollment Projections (October 2020)**
 - **Low: 10,729**
 - **Moderate: 10,929**
 - **Most Likely: 10,973**
 - **High: 11,016**

CIP Focus/Information

- **Projects presented include:**
 - anticipated A&E costs
 - contingency
 - escalation at a rate of 3% annually
- **A new project may appear in the CIP for the first time due to new or updated information**

Projected Enrollment vs. Capacity: High Schools*

[illegible]

* FutureThink “Moderate” Projection

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High School Capacity Modifications

- **Jamestown High School**
 - Cafeteria Expansion (FY22/FY23)
 - School Expansion (from FY24/FY25 to FY27/FY28)
- **Lafayette High School**
 - Renovation Construction (from FY24 to FY23)
- **Warhill High School**
 - School Expansion (FY27)

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Projected Enrollment vs. Capacity: Middle Schools*

						PROJECTION (Based on Future Think Report Oct. 2020)									
	Capacity	85% Capacity	90% Capacity	95% Capacity	Enrollment 9/30/20	21-22	22-23	23-24	24-25	25-26	26-27	27-28	28-29	29-30	30-31
Middle															
Berkeley	779	662	701	740	599	587	592	587	588	583	578	603	623	647	646
Toano	790	672	711	751	628	617	620	617	617	612	606	632	654	678	677
James Blair	608	517	547	578	533	523	527	523	524	519	514	536	556	575	575
Hornsby	952	809	857	904	795	781	785	779	780	774	767	799	828	858	858
Middle Total					2,555	2,508	2,524	2,506	2,509	2,488	2,465	2,570	2,661	2,758	2,756
Available Capacity	3,129	2,660	2,816	2,527	574	621	605	623	620	641	664	559	468	371	373
Capacity Percentage					81.7%	80.2%	80.7%	80.1%	80.2%	79.5%	78.8%	82.1%	85.04%	88.1%	88.1%
					85-89%		90-94%			95-99%			100% or Greater		

* FutureThink “Moderate” Projection

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Projected Enrollment vs. Capacity: Elementary with PreK*

School	Effective Capacity	85% Capacity	90% Capacity	95% Capacity	Current PK-5 Enrollment	PROJECTION (Based on Future Think Report Oct. 2020 PLUS PREK)									
						21-22	22-23	23-24	24-25	25-26	26-27	27-28	28-29	29-30	30-31
Clara Byrd Baker*	599	509	539	569	519	527	534	540	549	557	571	574	575	581	584
Laurel Lane*	574	488	517	545	506	515	520	526	536	543	557	560	559	566	570
DJ Montague*	578	491	520	549	494	504	509	517	526	534	548	552	552	559	561
Norge*	725	616	653	689	660	671	678	687	697	707	724	728	729	737	742
Matthew Whaley	449	382	404	427	429	438	444	449	460	466	480	482	482	489	493
James River	528	449	475	502	428	438	442	448	458	464	479	482	482	488	491
Stonehouse	747	635	672	710	718	732	741	752	767	780	804	808	807	819	824
Matoaka	747	635	672	710	674	687	695	705	721	732	754	759	758	768	774
Blayton*	609	518	548	579	550	558	564	572	579	588	602	606	605	612	616
Total					4978	5,070	5,127	5,196	5,293	5,371	5,519	5,551	5,549	5,619	5,655
Available Capacity	5,556	4,723	5,000	5,278	578	486	429	360	263	185	37	5	7	(63)	(99)
Capacity Percentage					89.6%	91.3%	92.3%	93.5%	95.3%	96.7%	99.3%	99.9%	99.9%	101.1%	101.8%
					85-89%		90-94%			95-99%				100% or Greater	

* FutureThink "Moderate" Projection

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Elementary Capacity Modifications

- **New Elementary School**
 - Design (from FY26 to FY24)
 - Construction (from FY27 to FY25)
- **Preschool Space**

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Modifications to FY22

- **High School Expansions**
 - Jamestown Cafeteria
- **Division Combined**
 - Parking lots/Sidewalk/Concrete Repairs
 - Playground Equipment
- **Impact:** Total increase of \$391,400

Modifications to 10 year Plan

- **Laurel Lane**
 - Replacement of electrical switch gear (FY23)
- **Stonehouse**
 - Roof replacement (from FY28 to FY27)

Additions to 10-Year CIP

- **FY27-FY31**

- DJ Montague (Roof)
- Blayton (HVAC & Roof)
- Hornsby (HVAC & Roof)
- Division parking/sidewalk/concrete repair funds
- Division playground funds
- School bus additions

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CIP: HVAC/Window Replacement

\$17,131,400 or 24% of Total Five-Year CIP

HVAC Repair/Replacement
Matthew Whaley Elementary
Stonehouse Elementary
Berkeley Middle*

Window Replacement
Matthew Whaley Elementary
Toano Middle

*FY22 Project

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CIP: Roof Replacement/Repair/Refurb.

\$7,275,700 or 10% of Total Five-Year CIP

Roof Replacement/Repair
Laurel Lane Elementary
Berkeley Middle

Auditorium/Gym Refurbishment
Matthew Whaley Elementary
Berkeley Middle

Refurbishment (Carpet, Tile, Paint, Restroom Renovations - Elementary)
Clara Byrd Baker Elementary
Laurel Lane Elementary
DJ Montague Elementary
Norge Elementary
Matthew Whaley Elementary
Matoaka Elementary
Blayton Elementary

Refurbishment (Carpet, Tile, Paint, Restroom Renovations – Middle & High)
Toano Middle*
Berkeley Middle
Hornsby Middle
Lafayette High
Warhill High*

*FY22 Projects

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CIP: Other Projects

\$5,448,800 or 8% of Total Five-Year CIP

Exterior Repairs (Parking lots, brickwork, fire panels, playground equipment, sidewalks, turf, running tracks)
Division-wide*
Cooley Field
Berkeley Middle
James Blair Middle
Hornsby Middle
Toano Middle

Electrical Repair/Replacement
Laurel Lane Elementary
Norge Elementary

Other Projects (paved playground space, walk-in refrigerator/freezer, baseball field refurbishment, generator, lighting, bus canopy)
Clara Byrd Baker Elementary
Laurel Lane Elementary
Norge Elementary
Matthew Whaley Elementary
James River Elementary
Stonehouse Elementary
DJ Montague Elementary
Berkeley Middle*

*FY22 Projects

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Facilities – New Construction

\$40,874,200 or 58% of Total Five-Year CIP

Facilities
New Elementary School
High School Capacity Expansions/Renovations

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Recommended Projects FY 2022-26

Fiscal Year	Total Recommended CIP Projects
FY 22	\$8,558,400
FY 23	10,585,400
FY 24	7,785,300
FY 25	33,837,100
FY 26	9,963,900
Total	\$70,730,100

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Superintendent's Proposed FY22-31 Capital Improvement Plan

December 4, 2020

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