

**MINUTES
SCHOOL BUILDING AUTHORITY OF WEST VIRGINIA**

**Held At:
The West Virginia Lottery
900 Pennsylvania Avenue
10th Floor Conference Room
Charleston, West Virginia**

**Quarterly Meeting
June 13, 2022
9:30 A.M.**

I. CALL TO ORDER

Chairman Brian Abraham called the School Building Authority of West Virginia's (SBA) Quarterly Meeting to order at 9:30 A.M. on Monday, June 13, 2022. The following members were present: Chairman Brian Abraham, Robert Dunlevy, Miller Hall, Steve Burton, Victor Gabriel, Vice-Chair, Chris Morris, with Clayton Burch and Nancy White attending via telephone. The following SBA staff were present: Executive Director Roach, Dana Womack, Joyce Van Gilder, Angie Bradley, Tommy Young, Mark Miller, Shannon Driver, Sue Chapman, and CFO Jordan Kirk. The following people were also present: Dave Kirby and Matt Hale of Truist, Superintendent John Hudson and Bruce McGrew of Putnam County Schools, Superintendent David Price of Raleigh County Schools, Ted Shriver and Greg Martin of Williamson Shriver Architects, Ben Ashley of ZMM, Ryan Quinn of the Charleston Gazette Mail, Ben Cummings of Roane-Jackson Technical Center, Superintendent Joetta Basile of Monroe County Schools, Superintendent Ryan Saxe and Tim Hardesty of Cabell County Schools, Superintendent Christine Miller of Taylor County Schools, Superintendent Scott Cochran of Webster County Schools, and Ernie Dellatorre of McKinley Architecture.

II. APPROVAL OF MINUTES

Upon a Motion by Steve Burton with a second by Chris Morris, the Authority voted to approve the SBA's March 28, 2022 Quarterly Meeting Minutes, the April 18, 2022 Special Telephonic Meeting Minutes, the May 11 Special Telephonic Meeting Minutes, and the June 1, 2022 Special Meeting Minutes.

III. EXECUTIVE DIRECTOR'S REPORTS

A. P-Card Review – (Information) – **HANDOUT**

Executive Director Roach advised the Authority that one of the requirements of the P-Card Program is for the Authority to review all purchases made by the SBA staff. The Handout provided an itemized list of the SBA's card usage for the period of July 1, 2021 through May 31, 2022.

B. Active Project Status Updates – (Information) – **HANDOUT**

The SBA Architectural Services Staff provided a status update for each active project that was funded by the School Building Authority. The information in the Handout provided a detailed update as of June 7, 2022. Dana Womack answered questions from Authority Members.

IV.

FINANCE REPORT

- A. SBA Budget vs Actual Financial Report - (Information) – ATTACHMENT E
CFO Jordan Kirk presented the SBA's Profit and Loss Statement for the FY22 period ending May 31, 2022.
- B. SBA Grant Awards Report – (Information) – ATTACHMENT F
CFO Kirk presented the Grant Awards Report for all SBA Active Grants.

V.

CEFP AMENDMENTS

The following amendments to County Comprehensive Educational Facilities Plans (CEFPs) have been reviewed and are recommended for approval by the SBA Staff. The State Board of Education has acted on these amendments. Approval of these amendments does not necessarily reflect support for funding of the projects within the Amendments; it means the counties followed the proper Amendment Process. The counties' complete Amendment submittal will be available upon request. The following Amendments were submitted for review and approval:

- A. Hancock County Board of Education CEFP Amendment – (Action) – ATTACHMENT G
The Hancock County Board of Education requested approval to revise their 2020-2030 CEFP to include classroom additions, HVAC replacements, and athletic improvements at multiple schools within the county. As part of this amendment, Weir High School is planned to receive a physical education addition, a new baseball field, a new softball field, and an HVAC replacement. In addition, Weir Middle School is designated to receive a classroom addition, and the previously listed classroom addition at New Manchester Elementary School has been moved up the county's priority list from eighteen to three. Lastly, Oak Glen and Weirton Elementary Schools are planned to receive HVAC upgrades at their facilities. Hancock County plans to pay for these projects through local funds, American Rescue Plan (ARP) Elementary and Secondary Schools Emergency Relief (ESSER) funds, and potentially a grant from the SBA.

Hancock County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Executive Director Roach respectfully recommended approval of this amendment

Upon a Motion by Chris Morris with a second by Nancy White, the Authority voted to approve Hancock County Board of Education's CEFP Amendment.

- B. Putnam County Board of Education CEFP Amendment – (Action) – ATTACHMENT H
The Putnam County Board of Education requested approval to revise their 2020-2030 CEFP to include the addition of college and career-ready classrooms to Poca High School. The addition of these classrooms will expand the school's Career Technical Education programs to include Project Lead the Way, Biomedical Education, and Agriculture Education. Putnam County is planning to pay for this project through a combination of local funds and a future grant application to the SBA. Putnam County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Executive Director Roach respectfully recommended approval of this amendment

Upon a Motion by Robert Dunlevy with a second by Miller Hall, the Authority voted to approve Putnam County Board of Education's CEFP Amendment.

C. Raleigh County Board of Education CEFP Amendment – (Action) – ATTACHMENT I

The Raleigh County Board of Education requested approval to revise their 2020-2030 CEFP to include a new gymnasium and Career Technical Education (CTE) classroom at Park Middle School (PMS). The addition of these projects was due to a structural failure in the school's 1985 addition that housed their gymnasium and CTE classroom. This 1985 addition was closed in the summer of 2021, but it did not affect the remaining portions of the existing school. The new gymnasium and support spaces will be constructed as an addition, and existing classrooms in the school will be renovated to be the new CTE space. Raleigh County plans to pay for this project through local funds and a future grant application to the School Building Authority of WV.

Raleigh County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Executive Director Roach respectfully recommended approval of this amendment

Upon a Motion by Miller Hall with a second by Victor Gabriel, the Authority voted to approve Raleigh County Board of Education's CEFP Amendment.

D. Lincoln County Board of Education CEFP Amendment – (Action) – ATTACHMENT J

The Lincoln County Board of Education requested approval of an amendment to their current 2020-2030 Comprehensive Educational Facilities Plan (CEFP) and a waiver of WVBE Policy 4336 regarding bus transportation times. In September 2021, the WVDE approved for the 2021-2022 school year the Lincoln County Board of Education's (LCBOE) initial request to amend their 2020-2030 CEFP and a related waiver of Policy 4336 for transportation times that exceed the recommended allowance. With the expiration of the initial amendment, the Lincoln County Board of Education requests a second amendment to unify all Duval PreK-8 students into the Central Office facility until the new Duval/Midway school is constructed. Currently, Duval PreK-2 students are located in portables at the old Duval site, Duval grades 3-5 students are at Hamlin PreK-8, and Duval grades 6-8 students are at the Central Office facility. Additionally, approval of this amendment will correct contradictory language within a section of the CEFP regarding the number of PreK-5 schools the county will operate. In addition, a new and related waiver of Policy 4336 for transportation times that exceed the recommended allowance until the new Duval/Midway.

Lincoln County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Executive Director Roach respectfully recommended approval of this amendment

Upon a Motion by Victor Gabriel with a second by Miller Hall, the Authority voted to approve Lincoln County Board of Education's CEFP Amendment.

E. WV Schools for the Deaf and Blind CEFP Amendment – (Action) – ATTACHMENT K

The WV Schools for the Deaf and Blind Education requested approval of an amendment to their current 2020-2030 Comprehensive Educational Facilities Plan (CEFP) to include a plan change in facilities for student housing, necessary demolition work, fire suppression system improvements, elevator upgrades, project reprioritization, and the inclusion of other miscellaneous needs.

The WV Schools for the Deaf and Blind has complied with the SBA CEFP Amendment Process, and as such, Executive Director Roach respectfully recommended approval of this amendment.

Upon a Motion by Robert Dunlevy with a second by Victor Gabriel, the Authority voted to approve The WV Schools for the Deaf and Blind's CEFP Amendment.

F. Upshur County Board of Education CEFP Amendment – (Action) – ATTACHMENT L

The Upshur County Board of Education requested approval to revise their 2020-2030 CEFP to change the scope of plans for Buckhannon-Upshur Middle School (BUMS) and Buckhannon-Upshur High School (BUHS). BUMS is now planned to receive a new facility and become the first priority, while the existing BUHS facility will remain the county high school and only receive additions and renovations. In addition, the finance plan was revised to reflect the rejection of a school construction bond by the voters of Upshur County. This revision removes bond funding from the plan and proposes additional funding from the SBA. This amendment aligns Upshur County's CEFP with the results of the failed bond issue and places the highest priority on the replacement of the middle school facility.

The Upshur County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Executive Director Roach respectfully recommended approval of this amendment

Upon a Motion by Miller Hall with a second by Robert Dunlevy, the Authority voted to approve Upshur County Board of Education's CEFP Amendment.

G. South Branch Career and Technical Center CEFP Amendment – (Action) – ATTACHMENT M

The South Branch Career and Technical Center requested approval to revise their 2020-2030 CEFP to include the addition of a cosmetology classroom to the facility and transition the existing cosmetology space into a career technical education room for middle school students. This project is pending funding from the SBA.

The South Branch Career and Technical Center has complied with the SBA CEFP Amendment Process, and as such, Executive Director Roach respectfully recommended approval of this amendment

Upon a Motion by Victor Gabriel with a second by Chris Morris, the Authority voted to approve South Branch Career and Technical Center's CEFP Amendment.

H. Berkeley County Board of Education CEFP Amendment – (Action) – ATTACHMENT N

The Berkeley County Board of Education requested approval to revise their 2020-2030 CEFP to include construction of eight new schools, additions to four schools, remodels to four existing buildings, roof replacement at three schools, window replacement at one school, HVAC system replacement at one school, and athletic facility repairs and updates to four high schools. These projects will be completed by 2030 or as funding permits. Berkeley County Schools will be reliant on passage of school bonds and funding assistance from the SBA to complete these projects. The planned new school buildings will accommodate Berkeley County's continual growth and rising enrollment

The Berkeley County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Executive Director Roach respectfully recommended approval of this amendment

Upon a Motion by Steve Burton with a second by Chris Morris, the Authority voted to approve Berkeley County Board of Education's CEFP Amendment.

VI.

NEW BUSINESS

A. Taylor County Schools Bond Presentation – (Action) ATTACHMENT O

The Taylor County Board of Education (BOE) requested approval to include the School Building Authority (SBA) as a part of the finance plan of their proposed upcoming capital improvement bond election. This request is not a funding commitment at this time; rather, it is a request to include the SBA as an identified source of funding for the bond projects, contingent upon successful passage of the proposed bond election and final approval by SBA of the project and plan.

Taylor County BOE Superintendent, Ms. Christine Miller, presented the proposed bond and associated finance plan. The Taylor County BOE staff has worked closely with SBA staff to formulate projects to be included in an upcoming Needs project submission based on their county's 2020-2030 CEFP. The county's plan is to replace Anna Jarvis Elementary. The finance plan for this bond includes a local commitment of \$16,875,667 (60%) in local bond funds and a future SBA Needs grant request of \$7,306,600 (40%) for a total project cost of \$26,297,688.

Executive Director Roach respectfully recommended that the Authority approve Taylor County BOE's bond and finance plan to be released to the voters of Taylor County, including requiring a proviso in any materials related to the bond call describing that the SBA portion of the total project cost is contingent upon successful passage of the proposed bond election and final approval by SBA of the project and plan, the language of which proviso is to be approved by the Executive Director prior to release. This recommendation does not include a commitment of funds at this time; only an approval of the finance plan contingent upon successful passage of the proposed bond election and final approval by SBA of the project and plan. Taylor County BOE intends to submit this plan as projects in the September Needs funding cycle.

Upon a Motion by Steve Burton with a second by Nancy White, the Authority voted to approve Taylor County BOE's bond and finance plan to be released to the voters of Taylor County, including requiring a proviso in any materials related to the bond call describing that the SBA portion of the total project cost is contingent upon successful passage of the proposed bond election and final approval by SBA of the project and plan, the language of which proviso is to be approved by the Executive Director prior to release. This recommendation does not include a commitment of funds at this time; only an approval of the finance plan contingent upon successful passage of the proposed bond election and final approval by SBA of the project and plan. Taylor County BOE intends to submit this plan as projects in the September Needs funding cycle.

B. Mercer County Board of Education Requests an Extension – (Action) – ATTACHMENT P

Mercer County Board of Education requested an extension of the Needs Grant for the construction of a new Brushfork-Bluewell Elementary School that was awarded in April 2021, due to a change in the site/location for the new facility. After the project was funded and the educational planning and site design began, it was discovered that a future portion of the King Coal Highway was preliminarily designed to bisect the center of the site perpendicularly from State Route 20. After a discussion with the WV Division of Highways, there were too many unknowns relative to the proximity of the new highway that would greatly affect the building and site design. The MCBOE has begun the process of property acquisition of this site for the location of this new school and are working closely with the WV Department of Education to ensure all proper steps are followed with respect to policy requirements and additional approvals where necessary. Therefore, MCBOE requests a grant extension from April 2024 to October 31, 2024.

Executive Director Roach respectfully recommended that the Authority approve Mercer County Board of Education's grant extension request.

Upon a Motion by Steve Burton with a second by Victor Gabriel, the Authority voted to approve Mercer County Board of Education's grant extension request.

VII. SELECTION OF PROJECTS – Executive Director Roach

A. Selection of Multi-County / Statewide Funding Projects– (Action) – **HANDOUT**

Executive Director Roach presented to the Authority the SBA Staff's rankings and recommendations regarding each of the Multi-County/Statewide Funding projects submitted for FY-2022 funding consideration. Grant applications were thoroughly reviewed by the staff, and on-site inspections were performed at each project location to verify the severity of need. The information provided in the Handout represented the SBA staff's full and thorough evaluation of each Multi-County Center's proposed project.

Based on the availability of funding, Executive Director Roach respectfully recommended the Authority approve funding the projects listed in the Handout.

Upon a Motion by Steve Burton with a second by Chris Morris, the Authority voted to approve funding the Multi-County projects listed in the Handout.

B. Selection of MIP Projects - (Action) - **HANDOUT**

Executive Director Roach will present to the Authority the rankings and recommendations regarding each of the projects submitted for FY2022 MIP funding consideration.

Based on the availability of funding, Executive Director Roach respectfully recommends the Authority approve funding the projects listed in the Handout.

Upon a Motion by Miller Hall with a second by Victor Gabriel, the Authority voted to approve funding the MIP projects listed in the Handout.

VIII. FUTURE MEETINGS

September 26, 2022
October 31 and November 1, 2022
December 12, 2022

Locations to be determined

IX. ADJOURNMENT

Upon a motion by Robert Dunlevy with a second by Victor Gabriel, the Authority voted to adjourn the June 13, 2022 meeting of the School Building Authority of West Virginia.

Minutes Approved September 26, 2022



Mr. Brian Abraham, Governor's Designee
School Building Authority of West Virginia