

**PUBLIC SCHOOL CAPITAL OUTLAY COUNCIL  
MINUTES  
JUNE 20, 2013  
LOS LUNAS SCHOOLS  
CENTRAL OFFICE BOARD ROOM  
119 LUNA AVENUE  
LOS LUNAS, NEW MEXICO**

**Members Present:** Mr. David Abbey, LFC                      Mr. Gene Gant, PEC  
Mr. Joe Guillen, NMSBA                      Mr. Dee Dennis, RLD  
Ms. Frances Maestas, LESC                      Mr. Raul Burciaga, LCS  
Mr. Paul Aguilar, PED

**Designees:** Ms. Debbie Romero for Mr. Tom Clifford, DFA

**Absent:** Mr. Keith Gardner, Office of the Governor

**1. Call to Order**

**Mr. David Abbey, Chair**

**a. Approval of Agenda**

Clerk called roll noting that Ms. Debbie Romero would serve as designee for Mr. Tom Clifford, Department of Finance & Administration.

**MOTION:** Mr. Guillen moved for adoption of the agenda with changes. Mr. Burciaga seconded, motion carried.

**b. Correspondence**

There is no correspondence at this time.

**WELCOME**

Mr. Bernard Saiz, Superintendent of the Los Lunas School District welcomed the Council and staff thanking them for their hard work and dedication.

**2. Overview and District Presentations**

**a. Overview of 2012-2013 Standards-Based Capital Outlay Application**

**Process/Requirements and District Presentations**

It was noted that Mr. Berry gave the overview of the Standards-Based Capital Outlay application process and requirements at the first presentation meeting and that it wasn't necessary to repeat.

**b. District Presentations**

➤ **Belen School District**

**Priority 1:** This request is for Educational Specifications and a Utilization / Infrastructure study only to determine possible options for Rio Grande ES. These studies will aid the district in establishing educational programming/utilization as well as determine what buildings can be salvaged and guide the district in formulating the next stages of design and construction. This is a phase 1 funding request for

Educational Specifications/Utilization and Infrastructure study only. Future funding requests will be determined after the Educational Specifications and Utilization/Infrastructure study are completed and reviewed by the district.

**Site Visit Report:** Based on comments during the site visit, it is recommended that the Ed Spec be completed first establishing the total size and utilization of the school before the Utilization/Infrastructure Study is complete. PSFA Staff recommends the district consider moving this project forward as a total project request instead of just requesting funding for educational specifications and a utilization/infrastructure study only.

**Alternative Options:** Incorporate the Belen Family School into the Rio Grande project/site. It was noted that if this were to occur, that there would need to be an architectural separation between the schools. This alternative would result in an overall larger project that might increase function and utilization of the schools. The Belen Family School should be the first phase with the Rio Grande ES build out to follow. The district is currently in the process of making Rio Grande ES a special needs hub for the district with the recent incorporation of an early childhood learning aspect-this is to be explored further with Educational Specifications.

**Facility Master Plan:** The district plan states that this school would be in need of replacement in the next ten years. During development of the plan there was discussions to create an early childhood learning center at the Rio Grande Elementary school, which would allow the consolidation of services for this unique group of learners to occur at one location (with the possible exclusion of those pre-k students from the most distant schools, La Promesa and Gil Sanchez). Master Plan was recently completed and will be updated as necessary. Modify FMP to include the pre K PED grant for forty (40) additional students. With the pre K students, current enrollment will go from 330 to 370, and enrollment size based on projections for this project would be 410.

**Maintenance Plan:** District is not using Maintenance Direct and need a recovery plan.

**Audit:** The district's FY11 audit contained 32 findings with a Disclaimer opinion. It was noted that the district submitted their FY12 audit late, and contained 26 findings with a multiple opinion.

**Other Notes:** The Council voiced concern that the district has 330 students and 10% are special education students. The Council is concerned regarding the large number of segregated students. The district is directed to provide further information. The district noted that the community supports the project and agreed to the location. However, staff noted that the district does not want to commit to the cost of full design at this time; SB9 funding and operation funding will be committed to this phase of the project. Staff will revisit this issue for final solution and review the education specifications. The Council was also concerned in regard to the district's 2015 bond election and if it would cover the local share of the project. It was noted

that the district's enrollment has declined. Staff and PED will work with the district in an attempt of resolving these issues.

### **Farmington School District**

**Priority 3:** Hermosa MS—Request is for a thorough renovation of school for a design capacity of 650 students. GSF to adequacy allowed equals 85,894 GSF. Existing facility should be able to accommodate the proposed design capacity without requiring any additions to the existing facility.

**Priority 2:** Northeast ES— Complete renovation of school with the construction of additional classrooms. GSF allowed to adequacy by PSFA is 71,345. Projected need per utilization study is 66,794 GSF.

**Site Visit Report:** The Northeast ES project as proposed is acceptable; however, it is recommended that the district put out an RFP as soon as possible for the design work to begin. An Educational Specification is not required.

The Hermosa MS project as proposed recognizes the need for improvements to the school; however, there is a possibility that the improvements may be insufficient to adjust the weighted NMCI accordingly. The weighted NMCI needs to move to at least 23.06 in order to ensure that the improvements are significant enough to adjust the ranking of the school sufficiently. The total expenditure for the project may be higher in order to ensure this NMCI score when all renovations have been completed. The district should look closely at whether the proposed changes can ensure this goal.

**Facility Master Plan:** The District does not have a current FMP on file; however their expired 2012 FMP did list the two proposed projects as priority projects and appears to be consistent with the District's road map. The District needs to complete their new FMP (it was awarded to GS Planning in mid-March). The District as a whole has had growth, 490 more students from last year. The District enrollment 2012-2013 current enrollment exceeded the FMP projections by 115 students. The FMP was completed in 2006-2007 and these projection numbers should not be used, the projects should be based on new and current enrollment projections.

**Maintenance Plan:** Maintenance performance is excellent with the district having received the Ben Lujan Gold Award recently.

**Audit:** The district's FY12 audit contained 0 findings.

**Other Notes:** The district high school will bid in April. The district passed a bond in 2010 and has the needed funding for these 2 projects. The district will hold another bond in 2014. The district has hired Greer Stafford to complete the design work on Farmington High School.

### ➤ **NMSBVI**

**Priority 1:** Recreation/Ditzler Auditorium— Ditzler Auditorium is on the State and National Historic Registers and has physical deficiencies and building deterioration that need to be addressed to both meet educational support needs and preservation

mandates. The auditorium lacks adequate restroom facilities, space conditioning and ADA upgrades to include proper access to the stage for visually impaired and wheelchair confined students. Other deficiencies include replacement of HVAC and ventilation system; electrical upgrades and change to three phase; NEC violation corrections; plumbing replacement; fire riser; foundation protection; ADA compliance requirements; repairs to exterior brick walls and roof replacement; sustainability measures; windows replacement to meet historical preservation mandates; interior modifications such as acoustical upgrades to ceilings and walls; and asbestos abatement as required. The Library Building, a historical building formerly known as the Central Receiving building, but with the closing of the WEC building, the library was moved to this building. Scope of work will require window replacement to meet historical preservation mandates; install subfloor to accommodate relocation of high density storage system; repairs to exterior brick walls; rebuild stairs to basement and construct small freight lift to basement; and additional receptacles. These upgrades are necessary for relocation of the Instructional Resource Center (IRC) to this building. This project will also include demolition of existing IRC building (Bert Reeves Learning Center-11,367sf) thus reducing the campus square footage footprint.

**Site Visit Report:** NMPSFA staff recommends award of planning and design funding. Construction funding will be requested as an out of cycle phase II construction award. This project is a combination of educational adequacy project that requires 50% local match share, and educational support project that requires 100% local match share. The NMSBVI can and should seek legislative direct appropriations through HED and other legislative routes, as these funds will not offset PSCOC grants from the PSCO Fund and will preserve that fund for all other high need schools. However, if local funding cannot be acquired, the PSCOC has authority and may waive all or part of local funding share (local funding then comes from the PSCO Fund). NMSBVI should also identify their insurance savings from demolition of the Bert Reeves building and consider using the savings toward their match. Roofing that is currently taking place on the Ditzler building needs to accommodate HVAC and utility changes to be accomplished during this project or eliminated if possible so that there are not penetration changes and warranty conflicts.

**Alternative Options:** NMSBVI may consider grouping this project with the old WEC renovation in both design and construction.

**Facility Master Plan:** The school's FMP is dated 2012-2017, making it current. The FMP identifies this project as a priority for the school. The FMP states that Ditzler Auditorium is used as an auditorium as well as student recreation.

**Priority 3: Sacramento Dormitory—** Sacramento Dormitory was built in 1968, and no longer meets NMSBVI's needs due to its deteriorate condition, institutional character, and location in the administrative zone of the campus, far from other residences. NMSBVI's FMP calls for a gradual transition to less institutional student housing, through new cottage-style facilities similar to NMSD, which will meet the needs of both the PSP (post-school preparation) program and the residential program. This project includes the design and construction of 2 new cottages, and the

demolition of Sacramento Dorm, to reduce excess square footage on campus. While this request is being made after the pre-application process, it is important to recognize that this is the first year that the school has officially entered the applicant pool. This project is critical to other work on campus and will demolish 25 dormitory rooms at Sacramento Dormitory and add 16 total rooms for residential space through construction of two new cottages. The existing Garrett Dormitory will remain, which has 25 dormitory rooms.

**Site Visit Report:** Staff recommends award of planning and design funding. Construction funding will be requested as an out of cycle phase II construction award. This project is an educational adequacy project that requires 50% local match share. The NMSBVI can and should seek legislative direct appropriations through HED and other legislative routes, as these funds will not offset PSCOC grants from the PSCO Fund and will preserve that fund for all other high need schools. However, if local funding cannot be acquired, the PSCOC has authority and may waive all or part of local funding share (local funding then comes from the PSCO Fund). NMSBVI should also identify their insurance savings from demolition of the Sacramento building and consider using the savings toward their match. NMSBVI must justify demand of both daytime and permanent residential students for utilization of all 41 residential post project rooms for both PSP expanded core and other necessary residential space. This may include educational support functions that the residences provide. Discussed at the site visit were residential housing needs that included support for instructor training programs, visiting parents, etc., and the visitor residential space would be accommodated in the existing Garrett Dormitory. Garrett Dormitory may also be used for future enrollment that is projected to increase.

**Alternative Options:** It was suggested that the demolition of Sacramento Dormitory be added to the site improvements project that is currently in design, however, there would have to be space available to accommodate students currently utilizing that residential space.

**Facility Master Plan:** The school's FMP is dated 2012 -2017, making it current. The FMP identifies this project as a priority for the school. The FMP states that the school intends to shift the typical dormitory model from large multi room buildings to small group home type dormitories for educational and residential purposes. The application indicated 70 students; the FMP states that the enrollment has ranged from 35 to 76 students over the past 10 years. Their 2012-2013 enrollment is 41, of which 22 are residential. NMSBVI has 11 new students next year with 7 more who have inquired about placement for 2014. The school hopes to increase enrollment at its residential campus by refocusing on identifying students statewide who can benefit from the many programs it does offer as the campus improvements better meets their needs. Specifically, the school is taking steps to increase the Alamogordo campus enrollment including: Reorganization of job duties that allow current NMSBVI staff to conduct more outreach with families; and school districts that show how the residential setting could benefit their students; Potential to serve students from El Paso at the Alamogordo campus due to closer proximity than the Texas state school; Assist Districts in evaluation each student around specific services offered at the residential campus; Development of a statewide network of support for all TVI/O&M

instructors The district is not capturing any materials costs or contractor costs. They are also only recording about 56% of transaction associated to the work orders.

**Maintenance Plan:** The district is not capturing any materials costs or contractor costs. They are also only recording about 56% of transactions associated to the work orders. The district has some open work orders greater than 45 days old. The district should strive for a completion rate 95% or above. The district has historical and current data entered in the system. The MP is current and rated Outstanding. The district has a history of annual update as required per state statute. The district has a history of annual update as required per state statute. The district continues to improve in all areas of facility maintenance.

**Audit:** The FY12 audit contained 0 findings.

**Other Notes:** NMSBVI should review all unit costs in their application to make certain that those numbers are as realistic as possible. There were several unit prices that appeared to be low at first glance. The application has since been revised. NMSBVI needs to identify all funding uses in their statement of financial position. The statement of financial position has since been revised. NMSBVI needs to identify the breakdown of educational adequacy and support space. The NMSBVI has since met with their facility master planner to do another evaluation of support space versus adequacy space throughout the Alamogordo campus. NMSBVI needs to identify existing space at Garrett and compare to current adequacy standards. NMSBVI needs to identify ADA accessible residential rooms required in the new cottages. It was suggested that each cottage have two ADA accessible residential rooms for a total of 4 ADA accessible residential rooms. This identification may result in a small increase in total square footage of the proposed new cottages. There may be some overlap in the total site work estimated costs (1.3 in the application). There is \$45,000 estimated for the new cottages but the remaining \$282,625 may be too high for total site work required after demolition of the existing Sacramento Dormitory. The application has since been revised. The estimate has been changed to total \$307,750 in order to address this notation.

The school official noted that they did not ask for funding in 1970-2005. They want to be self-sufficient and their first year of operation, they had to restrict or turn away students in the dorm. The recreational center is actually an instructional space. The school has been without a pool for 2 years and is needed for instruction and therapy. Staff recommends funding for the design specifics. The school has 50/50 match and it was noted that the Council has the ability to waive their match. The current enrollment is 57 students with a 41-45 average. There are 16 cottages and 1 dormitory with 25 rooms. The Council directed the school to submit more information regarding their funding.

#### ➤ **Gadsden School District**

**Priority 2:** Chaparral ES-- Build a new elementary school facility in the Chaparral area to accommodate 550 students. The Chaparral area continues to grow. Currently, there are approximately 2,095 students, (per 2012-2013, 40 day counts) housed in three existing elementary schools. The current enrollment breakdown is as follows:

Chaparral ES has 738 students; Desert Trail ES has 853 students; Sunrise ES has 504 students. The District objective is to equalize all of its elementary schools to a 550 student standard enrollment. A new elementary school for 550 students is required to accommodate current and future students. Attendance zones would be revised to relieve overcrowding at Chaparral ES by approximately 188 students and to relieve overcrowding at Desert Trail ES approximately 303 students. Overall, this area would have future capacity for approximately 105 additional students through construction of this new elementary school, which would likely be consumed by the end of construction based on current enrollment projections. The district is proposing to bring the existing Chaparral Elementary Schools up to adequacy standards and district standards of 550 students per elementary. By adding a new school the district could bring down the numbers at the 3 current elementary schools to 550 students per site.

**Site Visit Report:** NMPSFA staff recommends award of planning and design funding. Construction funding, based actual contractor approved cost, would be requested for an out of cycle phase II construction funding award once designed to 100% construction documents.

**Facility Master Plan:** The Gadsden Facilities Master Plan is dated 2011-2015 so it is current. In 2012, the District provided PSFA with an update. Under the 2012 FMP update, the District's top priority is completion of Gadsden High School, which is in progress. After Gadsden High School, the FMP Update's top two priorities are: Priority 2A-New Chaparral Elementary Educational Specifications and Design; Priority 2B-Construct new Chaparral Area Elementary School; Priority 3-Renovate existing Chaparral Elementary School. The FMP lists the following projects for the school: New Classroom wing; Gymnasium/cafeteria refurbishment; Renovation of all building spaces Roofing improvements; Drainage improvements; Technology upgrades

The District has adopted a policy in its FMP where it desires all its elementary schools to be 550 students capacity, which allows it a 68,750 SF school based on our new Adequacy Planning Guidelines. There are three schools serving the Chaparral area, Chaparral, Desert Trails, and Sunrise. All three schools are below the Adequacy Planning Guide Allowable GSF. Based on design capacity figures in permanent space compared to existing enrollment, Chaparral and Desert Trails have great difficulty accommodating enrollment and rely on several portables and barracks to house students. Sunrise has capacity for 11 more students within its permanent space. Not counting portables, the Chaparral area schools have a seat deficiency of 592 seats, based on the 40-Day counts. If you add the portables/modular buildings, the chaparral area has capacity for 103 students.

**Maintenance Plan:** The district uses MD and the Meaningful Maintenance Measures to continually improve their processes and performance. The district has a few work orders that are older than 45 days, recommend the district strive for a 95% completion rate, this will further reduce their backlog. The district has a very comprehensive Energy Management Program. The MP is current and rated outstanding and was updated on 10/18/12. The district is performing to NM State

Statute 22-24-5.3 and 22-24-5.5 very effectively. The district utilizes the Maintenance Metrics Reporting feature and is reviewed by the team monthly and improvements are then implemented. No new FMARs have been qualified as of 6/3/2013.

**Audit:** The FY12 audit contained 2 findings.

**Other Notes:** The District needs to confirm 40 day counts because there appears to be a discrepancy in enrollment projections between the FMP and the application. The total overcrowding at the three existing elementary schools in Chaparral needs to be shown by attendance zone in order to justify the need and design capacity for a new school that PSCOC may participate in funding to adequacy. The district has provided confirmation of the most recent 40 day counts by attendance zone for the entire Chaparral area both numerically and graphically on a map. The district second priority is a new school. The facility was built in 1979 with 17 classrooms and will be demolished. In regard to Sunland, the district is going to approve the annex facility. The district is working with the Verde Group to develop a lease purchase. The district share is 12%.

➤ **Deming School District**

**Priority 1:** Planning and design for construction of new Intermediate School on new site and demolition of existing facility.

**Site Visit:** Staff recommends award of planning and design funding to begin with Education Specifications and continue through the planning process. New site identification is critical so it is recommended the District identify site options prior to planning and design award and to identify final site prior to beginning the design phase. Deming IS (6th grade) was originally constructed in 1942 as a high school with a gym building added in 1964. The current facility is beyond its lifecycle and existing site is undersized. A new school on a new site appears to be the best investment option based on the District's current and projected enrollment. The district plans on relocating the 6th grade students from Columbus ES to the existing intermediate school beginning in SY2013. It is anticipated that the additional 96 students will be able to be accommodated all on the first floor with some non-instructional/support spaces relocated to the currently vacant second floor.

**Alternative Options:** The district is considering a site adjacent to Bataan ES/Red Mountain MS which may allow sharing of some facilities such as the play field and other resources. The district is also considering property next to the Rueben S. Torres ES which it currently owns. The decision to move 6th grade students from Columbus to Deming IS may be impacted by a new charter school applicant in the Columbus area that is seeking approval for grades 6-12 with a capacity to 390 students (grades 6-10 initially).

**Master Plan:** The Facilities Master Plan in progress with anticipated completion in June 2013. During the FMP planning process and community meetings, the district has explored various options for the Intermediate School. Consensus among those who have participated in FMP meetings favors building a new Intermediate School on a new site and bringing the Columbus Elementary 6th graders to the school



(Columbus is currently a K-6th grade). Relocation of the Columbus Elementary 6th grade to the new school will help the district to achieve the goals of educating the district's entire 6th grade at one location as well as relieve overcrowding at the Columbus Elementary School. The district is considering several sites within the community for potential location of the new Intermediate School but has not decided upon a final location.

**Maintenance Plan:** The district is not capturing any contract costs only labor and materials. Backlog is high due to the 92 pending PM's that are not being processed. The district should strive for a PM completion rate of 95% or greater. PM work orders are sitting in pending status which is driving backlog. The District has current and historical data entered in the system and is ready for implementing an Energy Management Program. This data can also be used for budgetary planning. The Preventive Plan is current, updated 5/9/2013, with a rating of satisfactory. FMARs have been qualified as of 6-3-2013 as of 2012, the district is staffed to 181.2% of the recommended (ASU) level. The recommended recovery plan includes: decrease the Work Order Back Log Rate to 25% or less; enhance the use of the PMD System and drive the PM Completion Rate to 95%; and improve the rating of the PM Plan to an outstanding level. The district needs to develop an Energy Management Program. The district needs approval of their FMP by the board and is ready to move forward on their bond issue.

**Audit:** The FY12 audit contained 1 minor finding.

**Other Notes:** The district clarified that the old Columbus school was transferred to the community, but due to financial issues, has yet to take possession. The district is looking at their options; otherwise, the buildings will be demolished. The district noted that they have their match for the demolition of the building. The Council directed the district to submit regular maintenance reports.

The district will secure all testing as for safety. Staff recommends funding as the facility has outlived its life cycle. The district is anticipating going out for bond in early 2014 to obtain its share of the high school and intermediate school funding.

#### ➤ **Lordsburg School District**

**Priority 1:** Lordsburg Planning and design for renovation of oversized existing high school facility; current approximate square footage 80,000. District recognizes the costs of maintaining and operating the current excess of space and is looking to downsize their facility's footprint in this project.

**Site Visit Report:** NMPSFA staff recommend award of education specifications and district-wide utilization study to determine the school's programming and space needs. The current facility is approximately two times larger than adequacy standards and due to the existing layout, it is uncertain at this time if renovation or replacement would be most advantageous to the long term investment of the district and state. It is believed that Ed Specs and district utilization study will help determine which option will create the better value through an analysis of the district's current and projected needs. The projected construction costs included in the application are based on a

general renovation cost to the existing facility, sized to fit the district's anticipated funding match. The high school was originally constructed in 1952 with various additions and renovations over the years. Major systems are beyond their expected lives and have experienced catastrophic failures in the past. The existing Gym should be kept with only minor renovations. The new Vo-AG shop, built in 2012, should remain and requires no updates. The district passed a \$4 million GOB in February 2013. District may require advance/ partial waiver of remaining local share if fully funded as requested.

**Other Options:** Demolition of majority of oversized existing main facility and construction of new facility designed to current adequacy standards. Renovate/ replace central kitchen/cafeteria which is shared with adjacent Central ES. The district-wide utilization study should explore options for consolidation of Southside ES (3<sup>rd</sup> & 4<sup>th</sup> grades with NMCI Rank #18) with Central ES (5th & 6th grades with NMCI Rank #2) for a 3rd through 5th grade configuration with 6th grade moved to newly renovated Dugan-Tarango MS. The old abandoned high school should be demolished.

**Facility Master Plan:** The District's Facilities Master Plan is dated 2008-2013 and is current but expires at the end of this year. District will be procuring master planner for revisions and updates to FMP upon release of 2013-14 PSCOC FMP applications. The District has obtained a quote from a planning consultant recommending a cost for a new plan. The District's FMP identifies Lordsburg High School as the District's top priority. Lordsburg High School's enrollment stands at 157 and the District has experienced a pattern of enrollment decline since 2009-10. Upon publication, the FMP also projected decline but at a slower rate than has actually occurred. For the years 2013-2017, the FMP projects flat enrollment at the high school level and PSFA staff's own cohort survival projection reflects flat enrollment with little to no enrollment growth in the coming years absent of significant economic development that could attract students in the next few years. According to the FMP, the school has a design capacity of 364 which is more than double the current enrollment. The school will need to be sized appropriately for the enrollment. The New FMP should also discuss the state of the old Lordsburg High School that is currently vacant.

**Maintenance Plan:** The district is not capturing any materials or contract costs only labor. Backlog is high due to the 33 pending PM's that were not being processed. The district should strive for a PM completion rate of 95% or greater. PM work orders are sitting in pending status which is driving backlog. The District has current and historical data entered in the system and is ready for implementing an Energy Management Program. This data can also be used for budgetary planning. The district is not performing to NM Statute 22-24-5.3 or NM Statute 22-24-5.5. The district's FMP expires in 2013. It was noted that the district has more square footage than needed.

**Audit:** The audit contained 6 findings. The district has a new auditor and is working to correct the audit.

**Other Notes:** The district needs to update their project schedule. The district noted that it would not be consolidated, a new roof has been put on facility and they do not need space. The district is considering selling the school to the community. The district has provided their Board with a maintenance report focusing on classroom, however, custodians do not have time to use the programs provided to the schools and the district may have the administrative staff provide the reports. Staff reported that there are many issues and damages to the central facility as it is an old 1945 building. There is door damage, non-compliance life/health/safety and there are no resolutions for the facility but to rebuild. The district needs a new high school but can rearrange the elementary and middle school. The district passed a bond in 2013 for this project.

➤ **Aldo Leopold Charter School**

**Priority 1:** Contract with Design Professional for planning, design, and assessment services to lay the groundwork for construction of new facility. Aldo Leopold is a state-authorized charter school that will expand to offer grades 6-8 as well as its current 9-12 in school year 2013-14. The school is in discussions with Western New Mexico University to enter into a long-term land lease. Architectural services are needed to plan for a new facility on that land.

**Site Visit Report:** Staff recommends the award of a feasibility study to consider the different sites and cost options associated with Aldo/Leopold relocating to another site. The feasibility study will consider proposed sites, funding requirements, to meet adequacy standards, and financing options. The existing Aldo Leopold Charter School is housed in a leased facility that is privately owned.

The current Aldo Leopold site is in fair condition, but the current spaces do not promote the basic premises of the education program. According to the Ed-Spec/FMP for Aldo Leopold that was completed in 2012, “The School’s instructional program is founded upon inquiry based learning – both in the classroom and in the field” (Planning and More, 2012). The current facility has no kitchen or gym and the students either have to bring lunch, leave for lunch, and get their physical education through the off-site activities.

In addition, the existing facility current houses grades 9-12, but portables will be required to be placed on the site in order to house the 6-8 grades that will be starting the 2013-2014 school year. The site is extremely tight and located on a busy state highway. The middle school will open with a cap of 50 students with expansion to 90 in future years. An enrollment lottery has already been held for the fifty spots with a waiting list of 20.

**Alternative Options:** In order to comply with the 2015 deadline to be in a publically-owned space or meet one of the exceptions, Aldo Leopold has 3 different options which could be considered. 1. Lease with option to purchase, including necessary landlord improvements, to convert an existing facility at 301 W. College Avenue that is approximately 15,000 sq. ft. The existing square footage may not be sufficient to accommodate the additional middle school students, but location near WNMU campus offers convenience to attend classes on campus for required concurrent enrollment. 2. Enter into a lease with option to purchase with a developer or WNMU to construct new facility on 10-12 acres of WNMU property next to Police

Academy that is currently undeveloped. 3. negotiate with Silver Consolidated School District for use of existing facilities.

**Facility Master Plan:** The school's Facilities Master Plan/Educational Specifications (FMP/ED Specs) are dated 2012-17 making them current. The FMP/Ed Specs prioritize a new facility; however, it also includes projects that it needs to implement if it stays in the current space. The FMP/Ed Specs suggest that a new facility could cost \$4,835,000 for a facility 20,295 GSF in size. The FMP/Ed Specs base the need for 20,925 GSF on a school serving grades 9<sup>th</sup>-12<sup>th</sup> and with the enrollment cap of 120 students. At the time of adoption and in subsequent conversations with the school, PSFA understands that the school is exploring adding middle school grades, which will add an additional 90 students to the enrollment. PSFA informed the school that if it does add these grades, it will need to update its FMP/Ed Specs.

Some of the projects that the school would like to implement in the event it stays in the existing facility include: Expansion and improvement science laboratory and science classroom space in conjunction with the school's science focus; Outdoor learning space in conjunction with the school's emphasis on the natural environment; The FMP/Ed Spec's estimated project total cost of these improvements equals \$28,400.00

The school has informed PSFA that is has asked both the Silver Consolidated School District and Western New Mexico University if either entity has space in any of its facilities to house the school. While neither has the space in existing facilities, WNMU is working with the school to locate on University property. The school favors a relationship with WNMU since it would like to partner with the university on curriculum and programmatic aspects of its program.

**Maintenance Plan:** The Charter school does not use the Facility Information Management System. The School does not use a Computerized Maintenance Management System (CMMS) and does not have a FIMS account. Overall rating is poor and a formal Preventive Maintenance Plan has not been created. The district is not Performing to NM Statute 22-24-5.3 (PM Planning), and is not able to performing to NM Statute 22-24-5.5 (FIMS Use) as they are not provided FIMS service. An energy management plan is not available. Recommended Recovery Plan: Establish the required Preventive Maintenance Plan per NM Statute 22-24-5.3 with a written plan to meet statute guidelines; develop a written equipment inventory to support PM plan; develop a District Staffing Plan Recommendation through the PSFA. The charters do not use Preventive Master Plans.

**Audit:** The FY12 audit contained 1 finding.

**Other Notes:** It was noted that the school does not use a Preventive or Maintenance Plan. The Council requested that the school provide ed specs to review unused space at the high school and explore the lease purchase. It was noted that \$9 million is not feasible as the charter does not have its match. The school is working with staff to address some findings with the recent site visit. The school is also in the process of

identifying a strategic plan for funding, curriculum and educational space. As the schools needs are not being met they would like a feasibility study. It was stated that the charter school cannot rely on bonds and have to work on matching funds on aside from the district. The school official stated that there is a disconnect as to who is responsible for the maintenance. The maintenance is poor but if there was a lease agreement there is a responsibility of maintaining the school and should not be a PSFA issue. In regard to the lease, the Council noted that the maintenance is the responsibility of the landlord. It was also noted the school needs to make the facility costs effective.

➤ **Reserve School District**

**Priority 1:** Reserve Combination—Planning and design funds to renovate/replace various facilities of the combined school to adequacy.

**Site Visit Report:** NMPSFA staff recommend award of planning and design to begin with Educational Specifications to determine school's programming and space needs. The Ed-Spec procurement could possibly be accomplished in conjunction with other Districts (Lordsburg) to be more economical. The current facility is over-sized for the current enrollment by approximately 2/3 with spaces that are inefficient. It is unclear at this point which option (renovation, replacement) would best fit the financial capabilities of the Reserve District, and it is anticipated that the Ed-Spec process will help identify and guide the State and District's decision towards a project that will yield the best value and longevity. The existing MS/HS building (grades 7-12) was constructed in the 1960s with a new gym addition and science labs added around 1990. The ES building (grades K-6) was originally constructed in 1977 with a remodel/addition in 1989. A new vo-ag/metal shop was recently constructed. The majority of the systems in both facilities has outlived their useful life and requires replacement. The District is considering asking voters to bond to capacity (\$2.68 million) to possibly qualify for consideration of a partial waiver from the PSCOC. The district has not successfully passed a GOB bond in several years, but did pass a 2 mill levy in February 2013 that affords them \$50K to \$60K annually to begin catching up on many years of deferred maintenance.

**Alternative Options:** Demolition of old outdated building(s) and build new combined school facility within the PSFA adequacy standards, but still maintaining a separate ES building. (Option 1) Demolish entire site with consideration for certain buildings (Gym, secondary Gym, VoAg) and build a new combination school (2 buildings for Elem. & H.S.) to fit the current and future needs of the district. (Option 2) Demolish old Elem. Building, Old High School wing, add new High School wing, add new Elem. Wing, and renovate current High School to adequacy with grandfathered spaces in mind. (Option 3) No demolition/ renovation to adequacy. (Option 4) Only \$2 million worth of renovations

**Facility Master Plan:** The FMP identifies several projects including systems repair, asbestos replacement, structural repair, and maintenance related projects. At the time of FMP development, the District was concerned that it would not be able to raise the local match required for larger-scale capital projects. As a result, this specific project is not identified as a need for the district. The Reserve Combined School has

significantly more capacity than students. Renovation of the campus must take this into account to size the school appropriately. As the projections in the FMP suggest, the District is likely to experience a flat enrollment pattern and does not anticipate growth.

**Maintenance Plan:** Overall maintenance is poor. No progress in the Maintenance Direct module of FIMS. The district has current and historical data and is ready for implementing an Energy Management Plan. The district's PM Planning is not current and was last updated May 1, 2012. The district is not performing to NM Statute 22-24-5.3 or NM Statute 22-24-5.5. New leadership at the district but no planning or implementation has occurred to address statute. Staff recommends that the district consider use of the state provided resources to include FIMS, PM Planning and consultative services to develop sustainable program.

**Audit:** The FY11 audit contained 6 findings on its last audit and the district has not submitted a current FY12 audit.

### 3. Subcommittee Reports

#### a. Awards Subcommittee Report

- **Cobre—Bayard ES**

Request Phase 2 construction funding to bring entire school to adequacy. This scope of work includes infrastructure, electrical, HVAC, roof, site work, drainage, paving, and renovation of the existing building.

Current additional funding request is based on actual cost proposal from the selected contractor through the RFP process. PSFA staff recommends that the PSCOC approve the state funding request totaling \$8,360,603 as requested to complete Phase II construction to adequacy. (District advance \$2,500,000 plus state match \$5,860,603). The district has in place \$1,921,157 of their required \$4,421,157 district funding. The district will have bonding capacity in 2014.

**MOTION:** Mr. Guillen moved for Council approval of the Awards Subcommittee recommendation to amend the 2010-2011 standards-based award to the Cobre Consolidated Schools to include out-of-cycle construction funding for renovations of the existing facility to adequacy for 260 students, grades K-6, with a total increase in the state share amount of \$5,860,603 (57%), contingent upon an additional local share of \$4,421,157 (43%). An advance of \$2,500,000 is authorized, and the district commits to repayment of the advance within a four year period. FIMS enhancements and/or improvements required; the District must work with PSFA in the advancement of their continued FIMS use. Since this is a subcommittee recommendation a second is not required. There being no objection the motion carried.

- **Hatch—Rio Grande ES**

Requesting additional funds based on actual low bid of selected contractor. The additional cost is due to an error made in the calculation of the roofing square footage at the time of the original estimate.

Original request for funding was based on 35,620 square feet of roof replacement at an estimated \$19.65 per square foot for total project. An error was made when the information was submitted to PSFA for the roof project. The actual square footage is calculated to be at 41,700 square feet. The difference is 6,080 square feet of roof that was not accounted for in the initial request and was a miscalculation and oversight by the district and PSFA. The roof low bid came in at \$567,254.00 for a total project cost of \$782,977.00 giving us a shortfall of \$82,977.00. The additional request will address the total project needs.

PSFA staff recommends PSCOC approve the request for additional state funds totaling \$72,190 (87%) to complete re-roofing to adequacy as originally intended. The district has their required matching funding totaling \$10,787 (13%). The Awards Subcommittee has reviewed this request.

**Motion:** Mr. Guillen moved for Council approval of the Awards Subcommittee recommendation to amend the previous 2012-2013 award to the Hatch Valley Public Schools for Rio Grande Elementary School based on actual cost to complete the work with an increase in the state share amount of \$72,190 (87%), contingent upon an additional local share of \$10,787 (13%). Since this is a subcommittee recommendation a second is not required. There being no objection, the motion carried.

- **T or C—T or C Elementary School**

Phase II funding for the construction of the new T or C Elementary School. The project includes new classrooms and renovation of existing Gym/Cafeteria spaces that will be shared with Sierra ES. The current site had significant site drainage issues that are being addressed within this project.

Current additional funding request is based on actual cost proposal from the selected contractor through the RFP process. PSFA staff recommends that the PSCOC approve the state funding request totaling \$5,331,450 (40%) as requested, to complete Phase II construction to adequacy. The district has in place their requested additional funding amount match totaling \$7,997,175 (60%)

**MOTION:** Mr. Guillen moved for Council approval of the Awards Subcommittee recommendation to amend the 2005-2006 standards-based award to the T or C Municipal Schools for T or C Elementary to include out-of-cycle construction funding renovate/replace facilities to adequacy for 365 students, grades K-3, and core spaces for 509 students as shared use with adjacent Sierra ES with a total increase in the state share amount of \$5,331,450 (40%), contingent upon an additional local share of \$7,997,176 (60%). There being no objection the motion carried.

**b. AMS Subcommittee Report**

- **PSFA News Digest**

Upon discussion, members of the Council agreed that the News Digest has valuable service and fellow constituents greatly appreciate the information.

**MOTION:** Mr. Dennis moved for Council approval of the Administration, Maintenance & Standards Subcommittee motion to cease publication and distribution of the daily News Digest beginning July 1, 2013.

Some Council member opposed the motion stating that it is a valuable service noting that at the last PSCOC meeting the objection to the News Digest was an editorial that was negative to PED.

A Council member was under the impression that there was a compromise that came about because of the negative editorial. It was noted that many individuals have subscribed to the News Digest.

Although many indicated that it is a valuable service, a Council member indicated that the cost of \$18,000 is exorbitant and should not be paid for by the Council, also if the digest covers education, it should not be the responsibility of the PSFA staff. It was stated that staff should provide a newsletter regarding facilities and change the focus of where the money is spent.

Ms. Barbara Riley, Editor, agreed that the cost could be decreased and noted that there are almost 700 subscribers. Council stated that the AMS Subcommittee could work a reasonable cost savings with Council action.

The Chair suggests that staff meet to determine and provide a proposal for coverage to be done at a lesser cost and to provide coverage for New Mexico news only. The AMS will discuss this issue at its next meeting and report back to the Council with recommendations.

Ms. Riley indicated that she could provide the digest at a lower cost if there is only New Mexico coverage.

Upon further discussion, the Council a tally of members in favor or against the continuation of the News Digest:

<b>In Favor of Keeping Digest</b>	<b>Against Keeping Digest</b>	<b>Absent</b>
Joe Guillen	Dee Dennis	Keith Gardner
Frances Maestas	Raul Burciaga	
Gene Gant	Paul Aguilar	
David Abbey (NM Only)	Debbie Romero	

Mr. Dennis withdrew his previous motion pending staff working with editor to lower the cost and focus on matters that pertain to New Mexico only and bring back a proposal pending action from the AMS Subcommittee.



#### 4. Other Business

##### a. Magdalena Emergency Request

Mr. Aguilar began the discussion by informing the Council that Magdalena is having water issues or lack thereof. An email was sent to Secretary Hanna Skandera, PED, from the district, requesting that the Council address this issue as it is a life/health/safety issue. Mr. Aguilar informed the Council that the community is working on the well that supplies water for the entire community, but it isn't clear if the solution will be in place by the start of the school year. The irrigation well at the school could supply sufficient water for the entire school and it was suggested that the district operate the school well and use the city well as a backup.

Mr. Aguilar noted that the Council has authority to grant emergency awards. Mr. Burciaga offered a proposal for a \$300,000 grant to begin the design process before school begins. Mr. Aguilar indicated that the district would need a tanker with a pressure pump, begin design process for water treatment, the project requires a diesel pump fire protection system, self-standing system or tie back into domestic water is also required, and an analysis of the cost. It is estimated that the design would be a 6-7 month process going through regulatory agencies. Within that time the district would know what will happen in that community. The process would give the Council time for authorization of up to \$300,000.

Mr. Mike Chambers, Superintendent of Magdalena School District, stated that the information coming from the city was sketchy. There were issues with the well not the water, but the district has a 380 ft. deep well that is currently used for irrigation purposes. It is capable of pumping 175-190 gallons per minute. The district may be able to operate on the district well and use the city as back-up. The Council feels that a permanent solution would be wiser decision. Mr. Chambers agreed stating that the situation came about as to whether or not the city was responsible. He informed the Council that the district had an emergency board meeting to declare the district in a state of emergency and inform them of their expectation of coming before the Council for their assistance. The district will be cautious of how this project moves forward and continue to stress that the district continues to seek solutions that would make it viable to open school on time and provide for the safety and welfare of students. As Magdalena is a small district, when the water issues occurred, their well system was immediately connected to the city system and were pumping 30,000 of water into the system just to keep it charged.

Mr. Chambers noted that the board is concerned as well and the district must be careful on how the process would work for the district as there is a need to provide for students. He stated that the school is small in a small community. When the water issues began, the school pumped water into the city and encourages the city not to depend on the school. He assured the Council that a member of their maintenance staff will get certified for operations, maintenance and water systems/testing for the district. Mr. Chambers assured the Council that the district, with the assistance of the State Engineers Office, has run test and the water level has only dropped 10 feet in 10 years.

Council noted that the advance of up to \$300,000 is for an immediate temporary solution so it fits in with the long-term solution and a payment schedule still needs to be determined.

Staff and Council will work with district to develop a long term solution and begin a design for the long term solution if the district and community agree.

**MOTION:** Mr. Guillen moved for Council approval to advance of up to \$300,000 to the Magdalena School District for an emergency/temporary solution for their well/water issues. The project will be completed in three phases (1) immediate assistance for the district, (2) begin design process (3) go into constructions phase. The staff will review and approve a repayment schedule for the district. Mr. Aguilar seconded, motion carried.

**b. Next PSCOC Meeting**

Upon discussion, the Council unanimously agreed to hold their next PSCOC meeting on July 25, 2013.

**5. Public Comment**

These were no public comments at this time.

**6. Consideration for Approval to Adjourn to Executive Session Pursuant to the Open Meetings Act NMSA 1978, § 10-15-1 (H)(2) for the purpose of discussing limited personnel matters**

**MOTION:** Mr. Burciaga moved for Council approval to adjourn to Executive Session pursuant to the Open Meetings Act NMSA 1978, § 10-15-1 (H) (7) for the purpose of discussing limited personnel matters. Mr. Gorrell, Mr. Berry, Ms. Romero, and Ms. Casias are requested to attend this session. Mr. Aguilar seconded, motion carried.

Roll was called and motion carried.

**7. Reconvene to Open Session (Roll Call)**

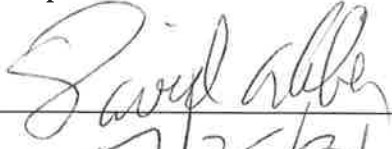
Mr. Guillen moved for Council approval to reconvene from Executive Session pursuant to the Open Meetings Act NMSA 1978, § 10-15-1 (H) (7) for the stated the purpose of discussing limited personnel matters. Only the above-referenced item was discussed.

Council reconvened at 5:45

Council noted that no action was taken in the Executive Session at this time.

**Adjourn**

There being no further business to come before the Council the meeting adjourned at 5:47pm.

  
\_\_\_\_\_  
7/25/13  
\_\_\_\_\_  
Chair  
Date