



Crabtree, Rohrbaugh & Associates - Architects

401 East Winding Hill Road
Mechanicsburg, PA 17055
Maryland • Pennsylvania • Virginia • West Virginia

STUDY PROGRESS MEETING REPORT

February 7, 2019 | 9:00AM

Wilson School District | District-Wide Feasibility Study
CRA Project No. 3180

In Attendance: E-mail

Wilson School District	
Dr. Richard Faidley	fairic@wilsonsd.org
Dr. Matthew Flannery	flamat@wilsonsd.org
Jeff Simcox	simjef@wilsonsd.org
Christine Schlosman	schchr@wilsonsd.org
Karen Troutman	trokar@wilsonsd.org
Architects – Crabtree, Rohrbaugh & Associates	
John Beddia	jbeddia@cra-architects.com
Chris Barnett	cbarnett@cra-architects.com
Leah Shiley	lshiley@cra-architects.com

On February 7, 2019, at 9:00AM a meeting was held at the Wilson School District Administrative Office for the purpose of reviewing the study progress. The below represents the writer’s understanding of the issues and items of discussion at the above Study Progress Meeting.

Work In Progress / Status

- Identified High School M/E/P building system survey complete.
- CRA provided a copy of the Facility Condition Index document (see attached) to be used as part of the study, emphasizing proper communication is essential (ex: feedback from district on priorities of certain items). It was agreed upon that additional information be added to the document: one to show yearly maintenance items, and the second to show potentially how/if items would be funded. This added component is essential, as conversation with the board will be needed to formulate a game plan on how to attack the various projects over the next 20-30 years.
- District indicated they have already started compiling a list similar to that of the index, and requested CRA to review (once shared) and advise if any items should be removed in anticipation of work being performed under a larger project as a result of the study.
- CRA provided PDE enrollment projections, as well as actual enrollment figures for the high school over the last five years (see attached). Both indicate a general trend upwards. District requested that actual and projected enrollment numbers be provided for both the K-5 and 6-8 grade levels.
- It was agreed upon that CRA would reach out to Decisioninsite, independent demographer, for a proposal and to schedule a demo session with the district to review their services for potential approval.

Educational Programming

- CRA to send the district examples of a guiding principles document for their use.
- CRA provided an example of the educational suitability assessment report to be used as part of the study (see attached). The district reiterated the importance when reviewing the results of this assessment, equity between schools is imperative. In addition, it was agreed upon that filling out the information on this report would begin with each school's administration, and then funnel to the district administration for review/comment.
- As part of the educational programming, a visioning exercise is recommended, coordinated between CRA and the district. In this exercise, it was agreed the panel (roughly no more than 15) should consist of educational directors, principals, students, parent group and board members.

Capacity Analysis

- CRA indicated they received the current use of spaces for the high school, and requested the same information be provided for each of the other schools.
- CRA requested the district provide a copy of the last Plancon project documentation.
- CRA confirmed the district administration office and its current space be evaluated for possible repurposing as part of the facilities' analysis.
- As part of the study, the district emphasized the need to identify not only the quantity and locations of existing classrooms, but the actual number of students currently utilizing those spaces, and how often during a typical school day. Building utilization will be important.

Next Meetings

- CRA to provide a proposed timeline of a monthly schedule identifying the completion of the study in August, as well as potential design and construction durations. Timeline to be submitted to the district on the 11th for review.
- CRA to attend the March 4th board meeting to review the status of the study.
- Next coordination meeting has been scheduled for 2/27 at 9:00 a.m.
- CRA will coordinate with the districts dates to perform building survey work, as well as for the visioning exercise discussion.

Any authorized persons who take exception to any statement in this report shall notify the writer, within five (5) days from the date of receipt of this report, stating in detail the correction or omission. Otherwise, this report shall be considered correct and final.



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phone: (717) 458-0272 - fax: (717) 458-0047

WILSON SCHOOL DISTRICT

MEETING AGENDA

Date: 2/7/19

9:00 AM

WORK IN PROGRESS / STATUS

- High School MEP systems survey
- Facility condition index
- Enrollment projections

9:30 AM

EDUCATIONAL PROGRAMMING

- Educational suitability assessment
- Current model / methodology
- Proposed model?
- Visioning exercise discussion
 - Core team
 - Preliminary date/location

10:00 AM

CAPACITY ANALYSIS

- Current use of space
- Utilization goal

10:30 AM

MEETING ADJOURNED

UPCOMING TASKS

Architectural / Site survey
Board/Committee Update
Next meeting



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D R A F T

Wilson School District
 Wilson High School

SCALE	DESCRIPTION	FCI %	TIMELINE	
5	NEW	New or like-new condition; Reevaluate in 8 - 10 years	91% - 100%	8-10 YRS.
4	GOOD	Minimal wear for age, no issues	61% - 90%	6-8 YRS.
3	FAIR	Average wear for age, approaching end of lifecycle	31% - 60%	4-6 YRS.
2	POOR	Worn from use or age, end of expected lifecycle	16% - 30%	2-4 YRS.
1	CRITICAL	Extremely worn or damaged, replace as soon as possible	0% - 15%	< 2 YRS.

FACILITY CONDITION INDEX (FCI) | Assessed DATE

Site	5	4	3	2	1	NA	Comments & Recommendations	ESTIMATED CONSTRUCTION COST
1 Perimeter Fencing & Gates						•	None on site.	Low to High \$0.00 - \$0.00
2 Athletic Fields			•				Off-site football field, baseball field and tennis courts are in good condition. Bleachers, scoreboard and concession stands are in good condition for their current use.	\$0.00 - \$0.00
3 Athletic Field Structures, Scoreboards			•				Average wear for age.	\$0.00 - \$0.00
4 On-Site Sidewalks			•				Play equipment adjacent to High School visibility of the township.	\$0.00 - \$0.00
5 Play Equipment							Existing paving in driveway re-coated.	\$0.00 - \$0.00
6 Paving			•				Stripes present based on Average 1	\$0.00 - \$0.00
7 Striping, Markings, Speed Bumps			•				Clings on walls, directional signs installed and new; consider marquee or	\$0.00 - \$0.00
8 Curbing			•				Exterior elements in athletic areas only; refer to athletic field structures above	\$0.00 - \$0.00
9 On-Site Signage							none	\$0.00 - \$0.00
10 Exterior Furniture, Bike Racks, Storage							none	\$0.00 - \$0.00
11 Retaining Walls, Site Walls							none	\$0.00 - \$0.00
12 Freestanding Walkway Canopies							Subtotal	\$0.00 - \$0.00

EXAMPLE

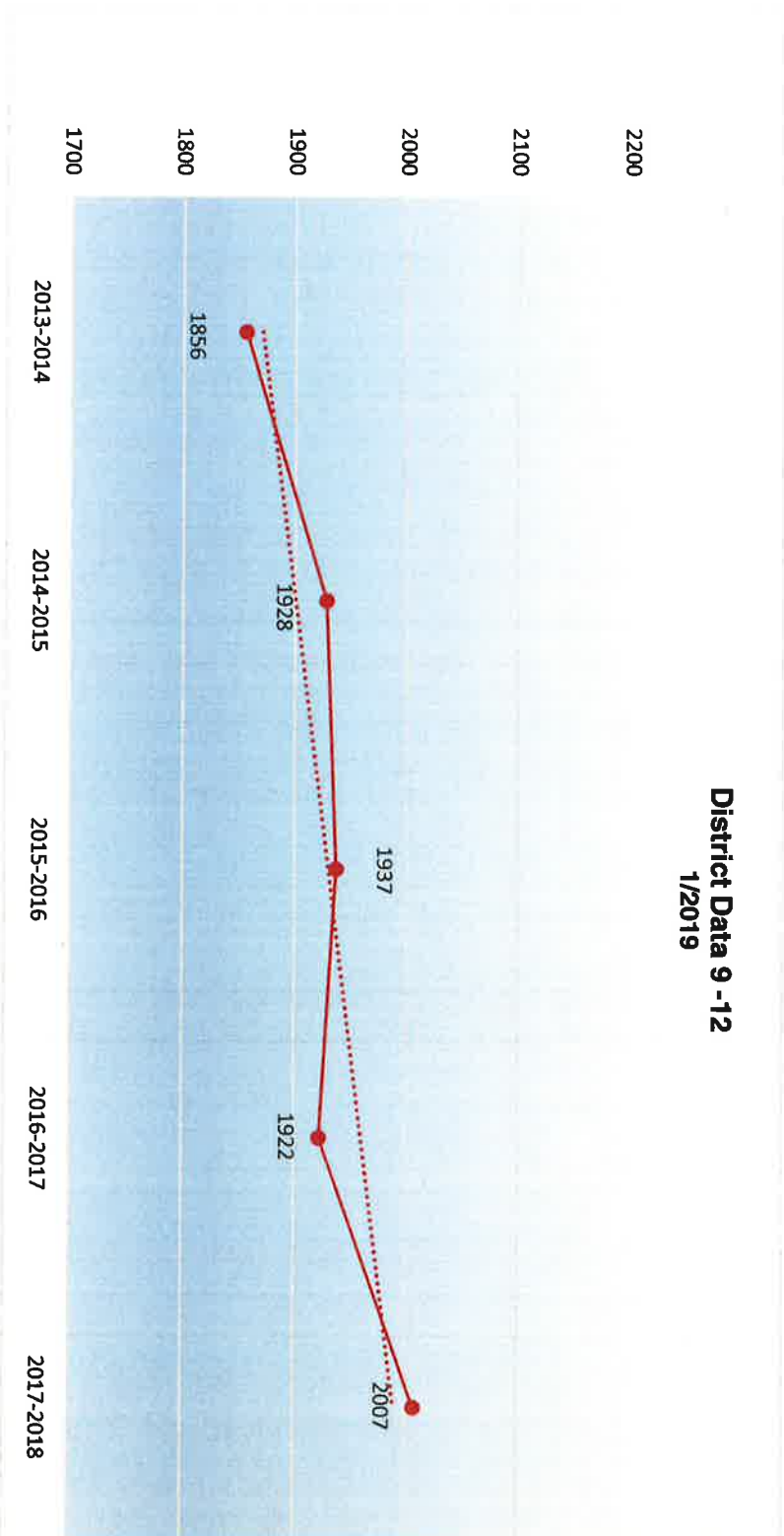
Site Accessibility	5	4	3	2	1	NA	Comments & Recommendations	ESTIMATED CONSTRUCTION COST
1 Pedestrian Access - ADA & Safety			•				School is located in an urban setting. Crosswalks are to be clearly indicated and maintained.	Low to High \$0.00 - \$0.00
2 Vehicular Access - Vehicles							All three functions occur around the same neighborhood streets throughout the day. An official loading area does not exist. Buses stack down the road.	\$0.00 - \$0.00
3 Vehicular Access - Buses						\$0.00 - \$0.00		
4 Vehicular Access - Deliveries						\$0.00 - \$0.00		
5 Handicap Parking				•			handicap parking available; consider marking and signage to clearly indicate.	\$0.00 - \$0.00

WILSON SCHOOL DISTRICT

Source: District Data 2013-18 Actual Enrollment

Year	9	10	11	12	Actual
2013-2014	474	457	458	467	1856
2014-2015	517	479	454	478	1928
2015-2016	461	520	481	475	1937
2016-2017	468	457	515	482	1922
2017-2018	547	474	464	522	2007

District Data 9 -12
1/2019



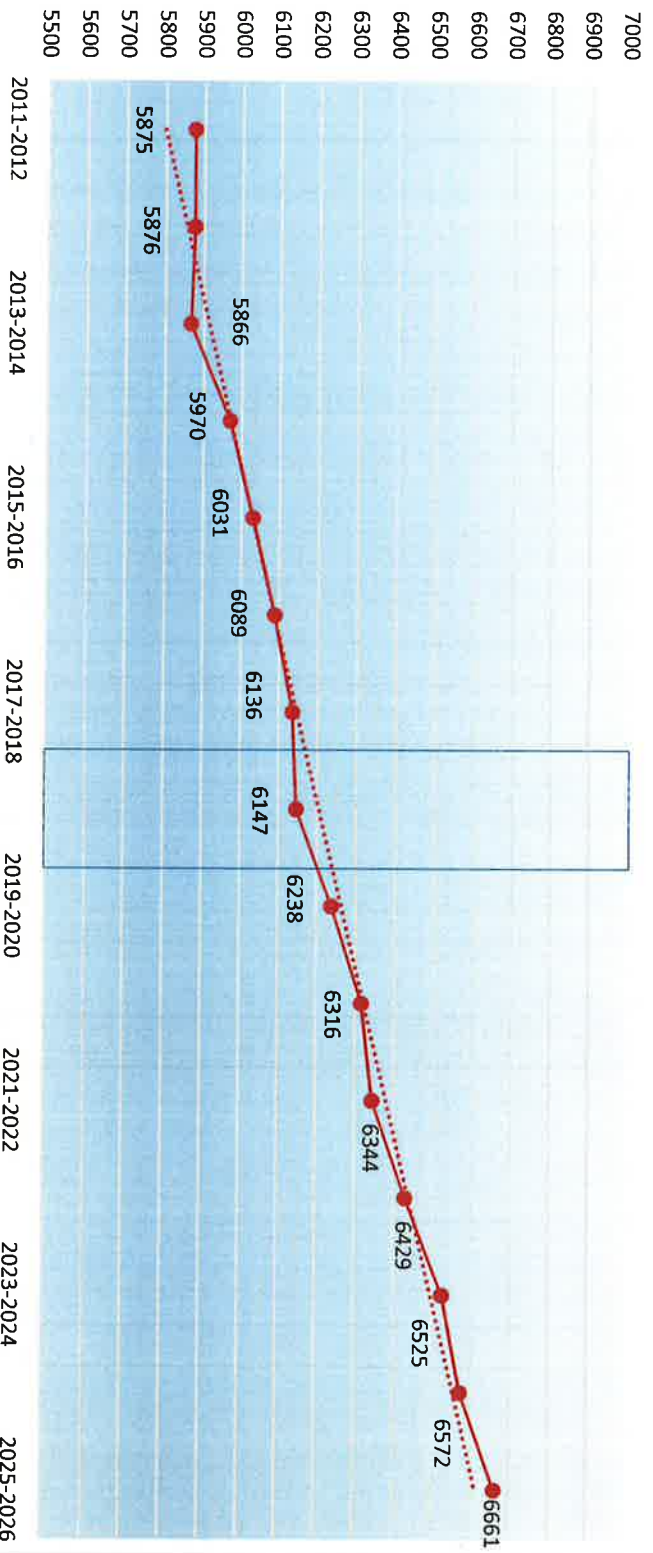
WILSON SCHOOL DISTRICT

2016 PA Department of Education

Source:

Year	K	1	2	3	4	5	6	7	8	9	10	11	12		
2011-2012	425	408	439	473	461	416	477	458	454	463	475	465	461	5875	
2012-2013	411	431	399	439	492	469	428	495	467	461	455	466	463	5876	
2013-2014	402	416	436	413	441	502	465	433	502	474	457	458	467	5866	
2014-2015	435	413	430	456	426	450	515	477	440	517	479	454	478	5970	
2015-2016	397	442	439	435	474	455	463	519	470	461	520	481	475	6031	
2016-2017	392	392	470	449	451	506	468	473	524	483	460	518	503	6089	
2017-2018	400	395	417	417	466	482	520	478	477	538	482	458	503	6136	
2018-2019	406	403	420	427	499	498	495	478	477	538	482	458	542	6136	
2019-2020	421	409	428	430	443	533	512	505	536	495	489	535	502	6238	
2020-2021	429	424	435	438	446	473	548	523	509	550	494	487	560	6316	
2021-2022	438	433	451	445	454	476	486	559	528	523	549	492	510	6344	
2022-2023	446	441	460	461	461	485	489	496	564	542	522	547	515	6429	
2023-2024	455	450	469	471	478	492	499	499	500	542	541	520	572	6525	
2024-2025	464	458	478	480	488	511	506	509	503	514	578	539	544	6572	
2025-2026	474	468	487	489	498	521	525	516	513	517	513	576	564	6661	

PDE Projection K - 12
12/2016



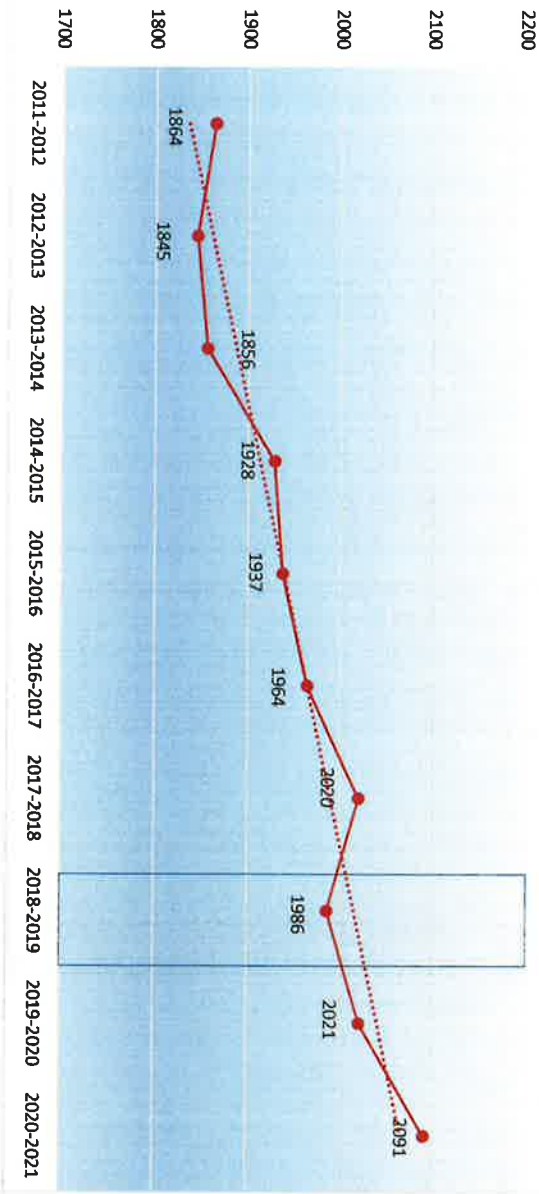
Actual	Projected

WILSON SCHOOL DISTRICT
2016 PA Department of Education

Source:

Year	9	10	11	12	
2011-2012	463	475	465	461	1864
2012-2013	461	455	466	463	1845
2013-2014	474	457	458	467	1856
2014-2015	517	479	454	478	1928
2015-2016	461	520	481	475	1937
2016-2017	483	460	518	503	1964
2017-2018	538	482	458	542	2020
2018-2019	490	537	480	479	1986
2019-2020	495	489	535	502	2021
2020-2021	550	494	487	560	2091
2021-2022	523	549	492	510	2074
2022-2023	542	522	547	515	2126
2023-2024	579	541	520	572	2212
2024-2025	514	578	539	544	2175
2025-2026	517	513	576	564	2170

PDE Projection 9 -12
12/2016





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D R A F T

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 Wilson High School

SCALE	DESCRIPTION
5	81% - 100% EXCELLENT
4	66% - 80% GOOD
3	51% - 65% AVERAGE
2	36% - 50% BELOW AVERAGE
1	20 - 35% UNSATISFACTORY

EDUCATIONAL SUITABILITY ASSESSMENT (ESA) | Assessed DATE

Site

55%	ESA Score	5	4	3	2	1	NA	Comments & Recommendations
1	Desirable separation of vehicular, bus and pedestrian traffic				•			
2	Opportunities provided for outdoor learning			•				
3	Outdoor athletics and playgrounds adequate in size and configuration		•					
4	Building easily identified with appropriate signage and community wayfinding				•			

General Building Function

0%	ESA Score	5	4	3	2	1	NA	Comments & Recommendations
1	Interior circulation routes are wide enough to safely and effectively accommodate student movement							
2	Community use areas area arranged so that the school can allow night functions without full school access							
3	General appearance of the school evokes pride for the students and community							



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Core Academics & Support

0%	ESA Score	5	4	3	2	1	NA	Comments & Recommendations
1	Pre-K and Kinder classrooms are adequately sized							
2	Pre-K and Kinder classrooms have appropriate support such as restrooms and storage							
3	Standard Classrooms are adequately sized							
4	Standard Classrooms have appropriate support such as storage							
5	Physical Education and Athletic spaces appropriately sized and configured.							
6	Physical Education and Athletic spaces have appropriate support spaces; i.e. storage, office, locker rooms, etc.							
7	Music, drama or performance spaces are appropriately sized and configured							
8	Music, drama or performance spaces have appropriate support spaces							
9	Art spaces are appropriately sized and configured							
10	Art spaces have appropriate support spaces							
11	Computer Labs are appropriately sized and configured							
12	Computer Labs have appropriate support spaces							
13	Student dining facilities are appropriately sized							
14	Student dining facilities are appropriately configured in relation to the kitchen and serving area							



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Learning Support & Special Education

0%	ESA Score	5	4	3	2	1	NA	Comments & Recommendations
1	Special education spaces are appropriately sized and configured							
2	Special education spaces have appropriate support spaces							
3	Students with disabilities are able to move without issue through entire facility, maintaining opportunity for regular education setting							
4	Students with disabilities are able to utilize exterior play areas and outdoor learning spaces, maintaining opportunity for regular education setting							

Student Development

0%	ESA Score	5	4	3	2	1	NA	Comments & Recommendations
1	The building provides adequate opportunities for students/teachers to collaborate in varying group sizes							
2	The building provides opportunities for informal interaction							
3	The building provides adequate opportunities for students to work independently							
4	The building has adequate visual communication tools							



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Library		5	4	3	2	1	NA	Comments & Recommendations
0%	ESA Score	5	4	3	2	1	NA	
	2 The library supports quiet study							
	3 The library supports social interaction							
	4 The library supports collaborative work in small groups (4-8 students)							
	5 The library supports collaborative work in larger groups (10-25 students)							
	6 The library supports technology well							

Technology, Furniture and Equipment		5	4	3	2	1	NA	Comments & Recommendations
0%	ESA Score	5	4	3	2	1	NA	
	1 The building is equipped with instructional technology							
	2 The number of power and data outlets in learning spaces are adequate							
	3 Furniture is in adequate condition							
	4 Furniture accommodated rapid reconfiguration of a space							
	5 Furniture is ergonomic and size appropriate for each grade							

Environmental Quality		5	4	3	2	1	NA	Comments & Recommendations
3%	ESA Score	5	4	3	2	1	NA	
	1 Acoustics in classrooms are adequate in general							
	2 Artificial lighting in classrooms are adequate in general							
	3 Natural daylighting is available in all learning spaces							
	4 Shades are adequate for daylight control							
	5 Access to outside views from learning spaces							
	6 Classroom thermostats allow for individual control					•		