



**Crabtree, Rohrbaugh & Associates - Architects**

401 East Winding Hill Road  
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Maryland • Pennsylvania • Virginia • West Virginia

**STUDY PROGRESS MEETING REPORT**

November 7, 2019 | 10:00AM

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

In Attendance: E-mail

Wilson School District	
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On November 7, 2019, at 10:00AM 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.

**Study Update:**

- Reviewed Decision Insite’s projections. In general, the number of K-12 seats in the district is sufficient, however the allocation of those seats throughout the buildings/grade levels needs to be adjusted. Three of the five elementary schools exceed capacity, with all five projected to exceed current capacity within five years (Whitfield being the highest at 125%). The middle schools’ capacities however are currently, and projected to be, under 75%. The high school is currently near capacity, and is projected to exceed capacity within five years. All these projections are based on the current grade configurations.
- It was agreed upon that in coming up with the various options, the projected enrollment number utilized would be the average between Decision Insite’s conservative and moderate numbers for the year 2024.
- CRA reviewed the potential for re-districting in conjunction with the options presented.
- Options presented (costs included):
  - Maintenance Plan: maintain grade alignment - facilities and current operation. Costs included were solely to bring the buildings up to current recommended construction standards.

- Option 1: maintain grade alignment - construct additions at all elementary schools, renovate Southern MS, perform maintenance renovations to West MS, and design additions/renovations to HS. (potential areas of addition were provided for each building)
  - Option 2: grade reconfiguration – elementary schools to be converted to K-4 buildings and renovated, Southern MS converted to a 5-6 building and received additions and renovations, West MS converted to a 7-8 building and receive maintenance renovations, and the high school to receive additions and renovations.
  - Option 3: grade reconfiguration – elementary schools to be converted to K-4 buildings and receive additions and renovations, Cornwall Terrace to be included as part of Southern MS' conversion to a 5-6 building and receive renovations, West MS and the high school as per Option 2.
  - Option 4: grade reconfiguration – elementary schools to be converted to K-4 buildings and receive renovations, Cornwall Terrace to be included as part of Southern MS' conversion to a 5-6 building and receive renovations, West MS and the high school as per Option 2, construct new elementary school.
- It was agreed upon that CRA is to add a column in all the options to show the costs associated with the maintenance plan for each building.
  - CRA to provide a proposed construction timeline for Option 4, showing how the proposed work to the various buildings potentially overlap.
  - In reviewing the costs for the options, the district reiterated the position they will not cross their current debt ceiling.
  - CRA to include in the options the estimated costs for the proposed athletic fields work. Information to be sent by district.
  - In reviewing the schematic high school floor plan concept, CRA to look at utilizing a 3-story classroom concept to try and save cost. In addition, the district indicated they would rather not design the building to include courtyard spaces if possible due to maintenance concerns.
  - CRA provided a initial proposed program for the high school to assist in finalizing square footage requirement, and requested the district review and provide any modifications.

#### Proposed Schedule:

- November 19<sup>th</sup> @ 12:30 p.m. @ Wilson DAO: Administrative Team Meeting:
  - High school program follow-up
  - Finalize/refine options
  - Review associated phasing
- December 16<sup>th</sup> @ 6:00 p.m. – Pre-Board Meeting:
  - DecisionInsite information presentation (to be coordinated)
  - Options and costs presentation
- January 13<sup>th</sup> @ 6:00 p.m. – Board Work Session: Option discussion/selection

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.