

School District of Monroe
Facilities Master Planning - Executive Summary
February 1, 2018

District Mission:

The School District of Monroe will prepare each student for the future by developing academic, life, and employability skills. To this end, we will foster partnerships with family and community to ensure student success.

The School District of Monroe has been engaged in a master facility planning process since September of 2017 to review the district’s short and long-term building maintenance needs, condition of all operating systems, and an educational space analysis with building and program capacities. All district buildings were evaluated by a team of consultants from CG Schmidt (CGS) Construction and Plunkett Raysich Architects (PRA). The consultants surveyed the buildings for general appearance, building condition, ADA accessibility, safety and security, and current educational adequacy and programming. The process included a review of existing floor plans, interior and exterior walk-throughs of all District buildings and grounds, and meetings with building principals and maintenance staff. This independent, objective analysis was presented to the District in the Facilities Master Planning Report issued on January 29, 2018.

Monroe School District serves approximately 2,228 students in grades 4K through 12 in five buildings. In summary, the district schools are summarized below identify each building’s grade level configuration, year school was built, year additions were made to the building, site area for each school, and the square footage of each building. Please note the Monroe Middle School previously served as the Monroe High School. The other three district support buildings (Maintenance, DAC-Library and Charter School) were only assessed for deferred maintenance issues at this time.

	Abraham Lincoln	Northside	Parkside	Middle School	High School
Grade Levels	4K - 5	K - 5	Pre-K - 5	6 - 8	9 - 12
Built	1977	1968	1986	1939	1958
Addition(s)	2000	2000	1991/2000	1963/2000	1963/1988 Major 2000
Site Area	12.40 acres	16.45 acres	9.52 acres	4.99 acres	38.36 acres
Building Area	57,837 sq ft	58,746 sq ft	54,161 sq ft	131,368 sq ft	200,706 sq ft

Section 1: Existing Facilities Survey

This Executive Summary attempts to capture significant findings that are detailed within the larger Facilities Master Plan. For each building and major section of this report, CGS and PRA have identified professional observations and recommendations to inform future facilities planning. All exterior and interior items are categorized by urgent in nature, 2-5 years, 6-10 years, and in 10+ years. Please reference the complete study for supporting data and images to the observations and recommendations.

The data indicates some core spaces are either underutilized or undersized for their intended use, most the buildings have extensive deferred maintenance lists, building systems are outdated, all buildings could be more energy efficient, and building security could be improved by adding secure entrances. Abraham Lincoln Elementary has several water leaks located throughout the building. Northside Elementary bathrooms have items that need repair and evidence of water damage on stained ceiling tiles in a couple locations. The roof was indicated to be in good shape, and adding a coating would extend its useful life. Parkside Elementary has fewer deferred maintenance issues with a few minor roof repairs needed, because it is the newest building in the District. The Monroe Middle School was built in 1939 and is the oldest building in the District. The 3rd floor bathroom was recently renovated, by making it ADA accessible. Several leaks were also identified and indicated by stained ceiling tile, the roof drain falling in and damaging the gym floor, water present in sump pump room and boiler room. The roof also needs to be addressed due to pillowing, bubbling on parapet walls, and standing water all requiring a deeper evaluation to determine if it is a structural problem or lack of insulation

pitch. Monroe High School’s main maintenance issue is addressing the roof which has standing water, cracks in sealant and wrong flashing details. Several of these items are urgent in nature.

A roof replacement schedule is also included in the report. Abraham Lincoln’s roof is fairly new, the most significant repair required is on the 1968 Northside Building.

A Flooring Analysis is also included that acknowledges the current flooring types and the costs to replace with vinyl composition tile, luxury vinyl tile, carpet tile, or rolled carpet. The flooring for the entire district is in need of repairs or cosmetic updates.

Section 2: Educational Space Study

Through interviews with building principals, building tours, and space utilization data compiled by PRA, this capacity analysis provides a quantitative measure of spaces currently located within each of the five schools to support current and potential programming. The District also provided targeted and optimal student/class size guidelines by grade level in the report.

There are three questions that need to be answered in order to determine building capacity.

1. **Capacity:** Does the existing capacity adequately serve the needs of students and teachers today and in the future? If not, what are additional space needs required?
2. **Deficiency:** Are there any building space deficiencies that should be addressed immediately?
3. **Vision:** What facilities will be required in order to accommodate district goals and flexible learning environments?

For the specific scope requested by the Monroe School District this report analyzes only the first question in regard to capacity. Calculating capacity is accomplished by two scenarios. Optimal Class Size Capacity is the point where the building is functioning optimally as an education facility. The Maximum Class Size Capacity is the point where a building is at the maximum student count to run effectively and efficiently without impacting teachers’ ability to teach and students’ ability to learn. The contents of this analysis will assist the District to address space deficiencies and visionary programs.

The analysis also incorporates an operational efficiency based upon the grade levels that occupy each building for optimum building utilization which are as follows:

- 90% is maximum capacity at elementary school level
- 85% is maximum capacity at the middle school level
- 80% is maximum capacity at the high school level

Several assumptions were made by PRA in order to create the capacity study:

- One teacher per teaching station (one teacher per room)
- Schedule of classes, usage of rooms and the basic curriculum will remain the same
- Identified potential classroom allocation was verified by the building principal

When evaluating all buildings, Abraham Lincoln Elementary, Parkside Elementary, and Monroe Middle School are marginally under capacity for today’s student population; Monroe High School is significantly more under capacity. This allows for some flexibility in growth in students and educational programs. Northside Elementary is over capacity, again by a marginal amount.

	Abraham Lincoln	Northside	Parkside	Middle School	High School
Current Enrollment	254	365	351	570	688
Maximum Capacity	270	356	356	624	908
Optimal Capacity	238	319	319	530	727
Space Capacity	259	346	351	574	681
Space Deficiencies	(1,213)	(417)	(495)	(138)	(4,701)

Other educational needs identified:

- Lack of cafeteria space at Monroe Middle School

Section 3: Review of Options/Concept Development

PRA proposed an Option 1 Concept for each of the five schools. Option 1 includes additions, Level 1, 2 and 3 renovations to each building. It also addresses building circulation and areas that need rework, for example food service delivery and adding secure entrances.

Section 4: Cost Estimates

There are three estimates included in the Facilities Master Plan. The School District of Monroe Maintenance Budget, PRA's Facilities Maintenance List and CG Schmidt's Facilities Maintenance List, which are compiled into one comprehensive master maintenance list. As a reminder, all these items are categorized by urgent in nature, 2-5 years, 6-10 years, and in 10+ years. Items highlighted in yellow need further verification or exploration in order to determine a final solution or number.

A Roof Replacement Schedule Budget and a new Flooring Analysis Budget are also included in the report. The only building roof that needs immediate attention is Northside Elementary School. The Flooring Analysis identifies by building each classroom or space, the square footage, the existing flooring type, year installed, and the cost to replace with Vinyl Composition Tile, Luxury Vinyl Tile, Carpet Tile and Rolled Carpet. Further exploration will be required before we can assign a timeline for replacement. Also included in the analysis is the removal of the old flooring with minimal floor prep required for the new flooring. No moisture mitigation system was figured into the budgets.

Section 5: Schedule

At this time we are premature in determining a schedule for construction projects. Review of schedule is forthcoming.