



Grand Canyon Unified School District #4
February 14, 2019
6:00 p.m.

Regular Board Meeting

AGENDA

Pursuant to A.R.S. 38-341.02, notice is hereby given to the public that the Governing Board of the Grand Canyon Unified School District #4 will convene for a 6:00 PM Regular Meeting. The Meeting will be held Thursday, February 14, 2019, in the Grand Canyon Unified School District Board Room #405, 100 Boulder Street, Grand Canyon, Arizona 86023.

Members of the Governing Board may attend either in person or by telephone conference call. The Governing Board reserves the right to move into Executive Session for discussion and consideration of employment, assignment, promotion, demotion, salaries, etc., and/or legal advice with its attorneys for any item listed on the agenda, in person or telephonically, pursuant to A.R.S. 38-431.03(A)(1)(3).

Pursuant to A.R.S. 38-431.03. (A) the Governing Board may vote to go into executive session on any agenda item pursuant to A.R.S. 38-431.03(A)(3) and/or A.R.S. 38-431.03(A)(4), discussion or consultation for legal advice with the attorney or attorneys of the public body.

All items on the agenda may be discussed or considered at this meeting.

AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF THE AGENDA**
- V. **CALL TO THE COMMUNITY**

We value input from our community. This time has been set aside for anyone from the audience who wishes to address the Board. Please remember, this is not an appropriate venue to evaluate, discuss, or criticize District personnel.

Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Items listed on the agenda under Old Business and New Business may have Call to the Community at the beginning of those items. This is at the discretion of the Board President. The Governing Board President may elect to place a time limit on remarks.

VI. PRESENTATION/CORRESPONDENCE/DISCUSSION

- A. Presentation by Diana Montes (student) of The Phantom Times
- B. Continue discussion on the ten-year facilities plan
 - Preliminary Current State Facilities Assessment will be delivered to Board Members more than 24 hours prior to the Board Meeting
- C. Intergovernmental agreement for Tusayan property.
- D. Discussion of school construction on Tusayan property

VII. Administrator Reports: Board Questions directed to:

- Principal Report – Mr. Tom Rowland
- SPED Report - Dr. Karen Lehman
- Food Services Report - Ms. Barb Shields
- Key Overall Project List (IT, M&O) – Mr. Derrick Tutt, Mr. Ivan Landry, Mr. Thomas O'Connor
- Program Development – Mr. Thomas O'Connor
- Combined Project Report – Mr. Thomas O'Connor

VIII. CONSENT AGENDA

- A. Approval of Governing Board Meeting Minutes:(BEDG, BEDG-R)
 - December 19, 2018 – Regular Meeting Minutes

- January 8, 2019 – Special Meeting Minutes

B. Approval of Payroll Vouchers:

FY 18-19 #13 \$140,373.75
FY 18-19 #14 \$145,113.67
FY 18-19 #15 \$145,359.08

C. Approval of Expense Vouchers:

FY 18-19 #2012 \$ 84,523.98
FY 18-19 #2013 \$ 45,361.67
FY 18-19 #2014 \$ 56,317.74

D. Approval of Fiduciary Disbursements:

Student Activity – December 2018-2019
Revolving – December 2018-2019
Auxiliary – December 2018-2019
Food Services – December 2018-2019

E. Approval of employment of Native American Aide, Ms. Leona Begishie, and SPED Paraprofessional, Ms. Mary Margaret Nelson

F. Approval of hiring temporary workers during the December/January government shutdown and possible February 15th shutdown:

- (1) To paint and refurbish 1901 Mohave: Brian Donehoo, Elizabeth (Betsy) Donehoo, and Zachary Kresl
- (2) To paint and refurbish 1902 Mohave: Jesús Moreno and Travis Moreno
- (3) To assist Derrick Tutt with IT projects: Chris Gumper
- (4) To assist as substitute teachers or in other needed capacities: Ms. Catherine Redmon, Ms. Kelly Wood and Ms. Dana Sullivan

G. Approval of 12-month sabbatical: Ms. Amy McBroom, K-5 Art and Gifted Teacher

H. Approval of certified resignations: Ms. Linda Rakow-Schenkoske, SPED Teacher and Ms. Stephanie Purcell, MS English Teacher

I. Approval of administrative resignation: Mr. Thomas Rowland, Principal

J. Approval of coaches: Barb Shields, head middle school girls' volleyball and Monica Nanacasia, assistant middle school girls' volleyball

K. Approval to grant permission of District to retire specific inventory from Library, Music, Math, PE, and Food Service departments (lists attached - Policy DID)

L. Approval for NEXUS membership: Dr. Shonny Bria

M. Approval of 2020-21 School Calendar

N. Approval to move March Board meeting from the 14th to the 21st because of spring break.

O. Approval of revised itinerary adding one night to high school Six Flags California trip.

IX. OLD BUSINESS - NONE

X. NEW BUSINESS

A. The Board will consider and may approve:

- (1) Board to enact Policy BGF (SUSPENSION / REPEAL OF POLICY) to suspend Policy BGB (POLICY ADOPTION) to approve in one reading Policy BE (SCHOOL BOARD MEETINGS)
- (2) Board to enact Policy BGF (SUSPENSION / REPEAL OF POLICY) to suspend Policy BGB (POLICY ADOPTION) to approve in one reading Policy BEDB (SCHOOL BOARD AGENDA)

B. The Board will consider and may approve advertising for the GCUSD principal position

XI. REPORTS

A. Business Manager Report - Ms. Brenda Martinez

B. Superintendent Report - Dr. Shonny Bria/Mr. Matthew Yost

- (1) Niles Radio/High Speed Internet
- (2) Audit

XII. CONSIDERATION OF ITEMS FOR FUTURE REGULAR BOARD MEETINGS

XIII ADJOURNMENT

Dated this ____ day of February 2019

Board Secretary

I hereby certify that the above agenda was posted on the ____ day of February 2019

at _____ a.m. / p.m.

Signature

If any member of the public wishes to attend the Open Meeting and requires reasonable accessibility accommodation, please notify Matthew Yost, Board Secretary, at 928-638-2461, ext. 405, 24 hours prior to the meeting.

To: Dr. Shonny Bria, Superintendent

From: Tom Rowland, Principal

Date: February 4, 2019

Re: January Board Report

A few of the items worthy of mentioning are:

- Daily walk-arounds on campus to make visual contact with students and staff.
- Held weekly Administrative meetings (each Wednesday at 9:30 all administrators meet to exchange ideas and concerns).
- Worked with a campus wide committee to develop the 2020-21 calendar.
- Met with faculty to present the 2020-21 calendar. Calendar unanimously approved by the faculty, will be presented to the Governing Board for approval.
- Interviewed Band Director/Music teacher. Made recommendation to the Governing Board.
- Handled routine discipline issues.
- Met with Middle School and High School School PLC"s.
- Worked with Prescott College toward certification of three new employees. Because of Prescott College, new employees and the Arizona Department of Education, as of today every classroom at the Grand Canyon schools is taught by a Highly Qualified educator.
- Announced to the faculty and anyone who would listen that Grand Canyon High School is ranked 44th of 463 high schools in Arizona (*U. S, News and World Report*).
- Completed first round of Teacher Evaluations.
- Worked with committee to develop On-Line Course Withdrawal Regulation (presented in packet).
- Had Drug Dog on campus on 2/6/2019 (no evidence of any illegal substance on campus)

VIII. CONSENT AGENDA

- E. Approval of employment of Native American Aide, Ms. Leona Begishie and SPED Paraprofessional, Ms. Mary Margaret Nelson**



To: Dr. Shonny Bria, Superintendent

From: Karen Lehman, Executive Director of Exceptional Student Services

Re: Recommendation of Employment

Date: February 12, 2019

A handwritten signature in blue ink, appearing to read "K. Lehman", is written over the "From:" line.

I recommend the employment of Mary Margaret Nelson for the remainder of the 2018-19 school year, as a Paraprofessional for the Special Education Department. This recommendation will be contingent upon successful reference checks, as well as an approved fingerprint card issued by the Department of Public Safety. Thank you.

VIII. CONSENT AGENDA

F. Approval of hiring temporary workers during the December/January government shutdown and possible February 15th shutdown:

- (1) To paint and refurbish 1901 Mohave: Brian Donehoo, Elizabeth (Betsy) Donehoo, and Zachary Kresi
To paint and refurbish 1902 Mohave: Jesús Moreno and Travis Moreno
- (2) To assist Derrick Tutt with IT projects: Chris Gumper
- (3) To assist as substitute teachers or in other needed capacities:
Ms. Catherine Redmon, Ms. Kelly Wood and Ms. Dana Sullivan

VIII. CONSENT AGENDA

P. Approval of revised itinerary adding one night to high school Six Flags/Magic Mountain trip.

RECOMMENDATION: The Board approve the revised itinerary

BACKGROUND: Generally, for the annual high school Six Flags/Magic Mountain trip, driving through the night both ways has been the norm. This year, Student Council has more funds available and thought the money could be used to turn this into a two-night trip; therefore, the bus drivers would not have to drive through the night.

Grand Canyon Unified Schools

Travel & Transportation Authorization

USE FOR STAFF TRAVEL AND OUT-OF-STATE AND/OR OVERNIGHT STUDENT TRAVEL

Date: (Must be at least 30 days prior to travel) 12 Feb 19

Requested by: Cynthia Moreno

Department/School: Grand Canyon School

Address of Conference/ Training/Event: 6 flags Magic Mountain

Destination: Valencia, California

Phone: _____

Purpose of Travel: (Please attach copy of brochure and/or itinerary as applicable)

Annual HS Magic Mountain trip. turned into 2 night
stay.

Departure: Date: 25 April 19 Time: 4pm

Return: Date: 27 April 19 Time: 11pm

Mode of Transportation:

- Personally owned vehicle
 District: Driver or Passenger

Type of Travel:

- Overnight
 One Day

Number of Travelers: (Attach detailed list) Students: 32 Adults: 3 Coaches: _____ = Total 35

Number and Type of Vehicle Requested? Bus _____ Van _____

Does your trip require a bus driver(s)? Yes No

Approved by Transportation Director: _____

Signature

Number of Student Lunches required? _____ Approved by Food Services Director: _____

Signature

Cell Phone Checkout:

Required _____

Not Required _____

Request & sign form in District Office

Gasoline Card Checkout:

Required _____

Not Required _____

Request & sign form in District Office

Estimated Cost of Travel:

Lodging: _____
Meals: _____
Breakfast X \$12.00 _____
Lunch X \$15.00 _____
Dinner X \$32.00 _____
Registration Fees _____
Mileage X (rate) _____
Parking/Taxi _____
Total _____

For Office Use Only	
Acct. Code	_____
Acct. Code	_____
Acct. Code	_____
Acct. Code	_____
Acct. Code	_____
Acct. Code	_____

Requestor Signature: Cynthia Moreno

Date: 12 Feb 19

Authorization Approval

[Signature]
Principal/Supervisor Signature

Date: 2-12-19

Approved Disapproved

Business Manager Signature

Date: _____
 Approved Disapproved

[Signature]

Superintendent Signature

Date: 2-12-19

Approved Disapproved

Board Approval Signature

Date: _____
 Approved Disapproved

XI. REPORTS

A. Business Manager Report – Ms. Brenda Martinez

B. Superintendent Report - Dr. Shonny Bria/Mr. Matthew Yoş

(1) Niles Radio/High Speed Internet

(2) Audit

**GRAND CANYON SCHOOL DISTRICT #4
BOARD MEETING CALENDAR
REVISED JANUARY 2019**

At the January 8, 2019, Special Meeting, the Governing Board voted to change its meetings from the last Wednesday of the month to the second Thursday of the month, beginning in February 2019. The meeting time remains 6:00 p.m., and the location is 100 Boulder Street, Grand Canyon School, Room #405, Grand Canyon, AZ 86023

Thursday, February 14, 2019	6:00 p.m.
Thursday, March 21, 2019 (pending Board approval)	6:00 p.m.
Thursday, April 11, 2019	6:00 p.m.
Thursday, May 9, 2019	6:00 p.m.
Thursday, June 13, 2019	6:00 p.m.

To: Dr. Shonny Bria, Superintendent

From: Thomas Rowland, Principal

Date: January 29, 2019

Re: U.S. News & World Report 2018 List of the Best High Schools in the U.S./Arizona

Current Ranking of the top High Schools in Arizona according to the U.S. News and World Report - 2018 School Year

463 High Schools rated

<https://www.usnews.com/education/best-high-schools/search?state-urlname=arizona>

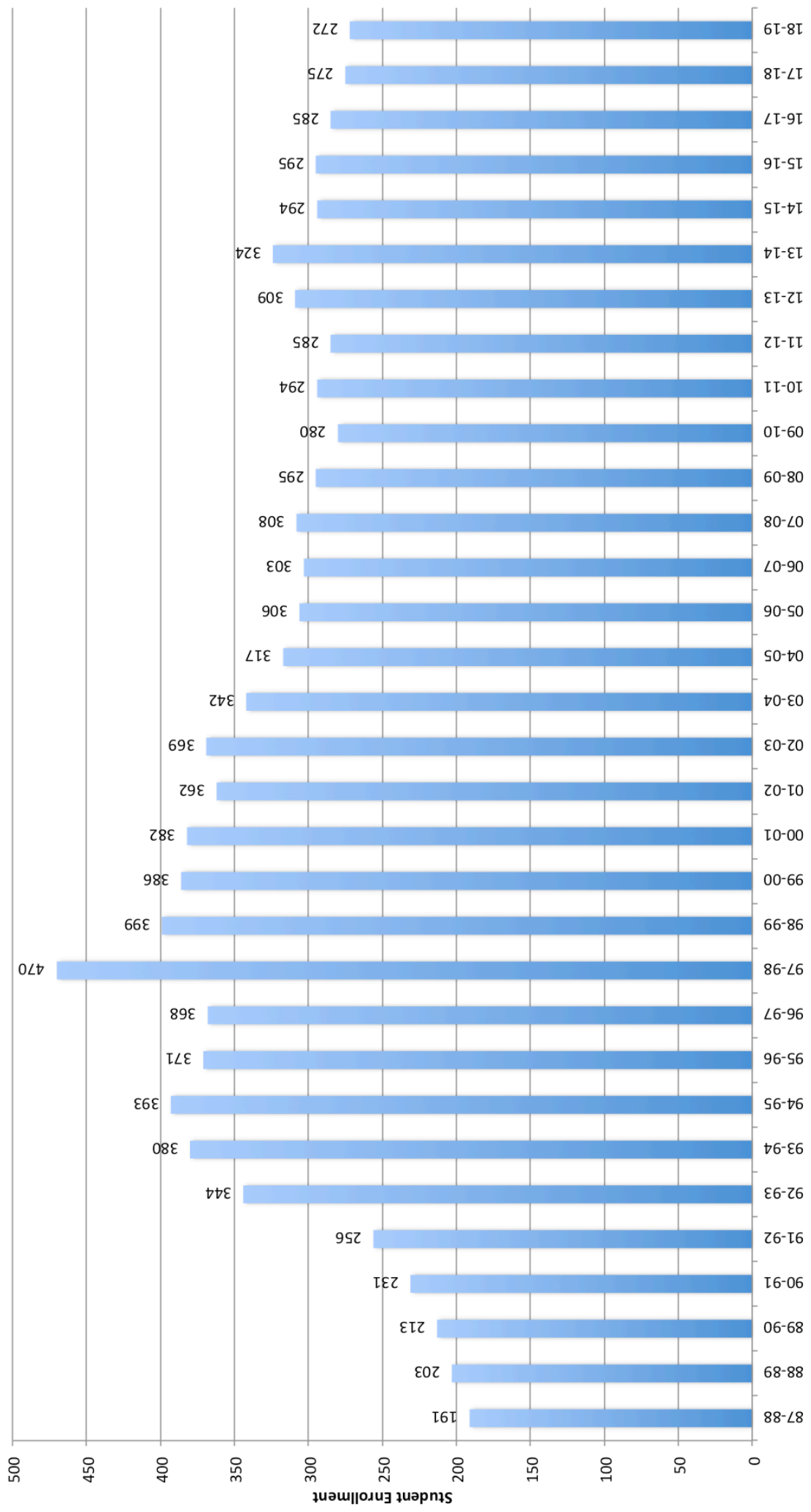
1. Basis, Scottsdale	26. Campo Verde HS, Gilbert *
2. Basis, Chandler	27. Empire HS, Tucson *
3. Basis, Oro Valley	28. Higley HS, Gilbert *
4. Basis, Tucson	29. Tempe Prep
5. Basis, Flagstaff	30. Basha HS, Chandler *
6. Basis, Peoria	31. Perry HS, Gilbert *
7. Basis, Phoenix	32. Chandler HS *
8. Gilbert Classical Academy *	33. Horizon Community Learning Center
9. Univ. HS, Tucson *	34. Cienega HS, Vail *
10. Univ. HS. Tolleson *	35. Sabino HS, Tucson *
11. AZ College Prep, Chandler *	36. Highland HS, Gilbert *
12. Northland Prep, Flagstaff	37. James Madison Prep, Mesa
13. Paragon Science Academy	38. Williams Field HS, Higley *
14. Az. School for the Arts	39. Washington HS, Phoenix *
15. Catalina Foothills HS *	40. Desert Vista HS, Tempe *
16. Flagstaff Arts & Learning Academy	41. Academy of Tucson HS
17. Hamilton HS, Chandler *	42. Cactus Shadows HS, Scottsdale *
18. Chaparral HS, Scottsdale *	43. Red Mountain HS, Mesa *
19. Desert Mountain HS, Scottsdale*	44. Grand Canyon HS, Grand Canyon *
20. Sedona Red Rock HS*	45. Thunderbird HS, Glendale *
21. Sunnyslope HS, Glendale*	46. Ben Franklin HS., Queen Creek *
22. North Pointe Prep	47. Horizon HS, Scottsdale
23. Mountain View HS, Mesa *	48. Moon Valley HS, Glendale *
24. Vail Academy and HS	...Continued list until all 463 high schools of Arizona are listed.
25. Mountain Ridge HS, Glendale *	

* Indicates a Public High School

Schools in Green are located in Northern Arizona

School in Red is a Rural School District

Student Enrollment by School Year





Grand Canyon Unified School District #4
Current State Facilities Assessment
School Year: 2018-2019

Working Draft

Mission: *We educate our students to be compassionate, principled citizens, while developing multiple pathways for a lifetime of success*

Preliminary Draft

Author's Note:

This is an early draft of the Grand Canyon School District #4 current state assessment for the 2018-2019 school year. It is being provided as a means of tracking progress.

Items Remaining to be Completed:

- Detailed Arizona School Board (or similar) assessment checklist for all campus buildings
- Housing assessment details (summary is provided here, however for costing purposes, these need to be broken out into a matrix).
- Structural assessment by licensed structural engineer.
- Electrical assessment by licensed electrician.
- Plumbing assessment by licensed plumber.
- Incorporation of findings of the drainage assessment performed in the fall of 2018.
- Cost estimations for recommended repairs, upgrades, and remediation work (see note 1 below).
- Incorporation of photo images of major issues.
- Incorporation of campus building plot layouts (room layouts etc.)
- Current and recommended classroom technology assessments.
- Individual classroom assessments, including classroom furniture, storage, equipment functionality and aesthetics.
- Vehicle current state and needs assessment and resulting recommendations.
- Soccer and softball field needs assessment.
- Executive Summary

Notes:

1. Cost estimates are (or will be) based on quotes obtained for prior or current needs request for quotes. Costs may be extrapolated based on cost per square footage, cost per day for services etc., and include an estimated 25% buffer for overages.

Preliminary Draft

Table of Contents

Statement of Purpose	4
Methodology.....	5
Campus Facility Assessment.....	5
ELEMENTARY (100 Building)	6
School Administration (200 Building)	7
MULTI-PURPOSE BUILDING (300 Building).....	8
HIGH SCHOOL (400 Building).....	9
Middle School (500 Building).....	10
Maintenance and Career and Technical Education Building (600 Building).....	10
Field House.....	11
Old Service Station.....	11
Staff housing.....	11
Home Inspection Phase I	11
Home Inspection Phase II, Mohave Apartments	13
Vehicle Assessment.....	15

STATEMENT OF PURPOSE

This facility assessment of the Grand Canyon School District, including both campus buildings and staff housing, assesses the current state of the school owned or leased facilities, including recommendations for remedial maintenance needed to bring these facilities up to a minimum requirement of providing safe, welcoming environment in order to fulfill the district's mission. The recommendations presented here include a suggested remediation implementation timeline over the next 10 years, along with estimates in 2019 dollar values.

This assessment will describe the current conditions of the exterior building envelope/systems; interior finishes; code deficiencies; accessibility issues; structural conditions; mechanical; plumbing; electrical; and Heating, Ventilation and Air Conditioning (HVAC) systems conditions.

The focus of the effort is as follows:

1. Observe and comment on the condition of the building's interior and exterior condition, maintenance issues, aesthetics, and functional quality.
2. Review and comment on potential building safety and security improvements.
3. Review and comment on potential building code compliance deficiencies or potential concerns.
4. Review and comment on potential accessibility deficiencies.
5. Observe and comment on the structural integrity of the building.
6. Review the mechanical systems of the building to determine their conditions and potential for continued use. This includes the heating and cooling plants, air handlers terminal units and ancillary equipment.
7. Review the plumbing systems of the building to determine their conditions and potential for continued use. This includes the domestic water supply, plumbing fixtures, and sanitary piping.
8. Review the electrical systems of the building to determine their conditions and potential for continued use. This includes the electrical service, outlets, circuits, fire alarm, and wiring.
9. Review the lighting systems to determine their conditions and potential for continued use.
10. Review the technology systems of the building to determine their conditions and potential for continued use. This includes data jacks, server location, and security system. This Facilities Assessment will document, categorize, and prioritize the deficiencies

The priorities of recommendations are based on initial observations and the recommendations of the Arizona School Facilities Board, as described in their <maintenance manual) or other documentations made available by the Facilities Board.

Timing recommendations in this document are based on current state assessment, reasonable assumptions of available service life, and the average service life span of components recommended by the Arizona School Facilities Board. These recommendations are intended as one input to a 10-year facilities plan, and does not by itself construe a timetable for remedial or future planning or budgeting purposes.

METHODOLOGY

This is an internally compiled assessment of the current state of school facilities based on a recommendation of Dan Demland, the chief architect of the Arizona School Facilities Board. In the case of small, remote school districts, it is often difficult, as was true in this case, to obtain estimates from external resources who view the cost of performing the research needed to put forth a quote as not justifiable based on the final scope of the project. Mr. Demland suggested that most of the information an outside organization would determine is already information known by the current maintenance or other staff.

Internal assessments were supplemented by external resources, for example, HVAC or structural analysis, where no staff members possessed the needed expertise.

The material provided here is a compilation of observations and inspections guided by a facilities assessment checklists which are included as attachments. Supporting material is provided where quotes for repair had been previously obtained, or where similar prior work provided the basis for estimates.

Where space estimates are provided, these include only classroom or other spaces wherein learning activities may take place. These are the numbers of maximum student capacity. While the campus buildings occupy approximately 78,000 square feet, the portion of that available for learning activities is approximately half of that value, approximately 39,000 square feet. Spaces not considered in this size estimate include machine rooms, hallways, and staff offices.

CAMPUS FACILITY ASSESSMENT

Campus Facilities Common Assessment

Campus Overview

The Grand Canyon School District moved to its current location beginning in approximately 1938 with the construction of what is now the 200 building. Since that time the campus has grown to include the 100 Elementary school; the 400 Gymnasium and with later add-ons, the district administrative offices and high school; the 300 Multi-Purpose building; the 500 middle school; and most recently the 600 Building, a combination of Career and Technical Education and Maintenance facility.

The campus includes a softball field, cinder track, soccer field, two outdoor basketball courts and playground areas for lower and upper elementary schools.

Critical Needs

- The outside asphalt pavement basketball court is badly cracked, and the cracks need to be filled to address safety issues.
- Fire Alarm System: The existing system is obsolete and the vendor is no longer producing parts, we are limited to parts on shelf.

Preliminary Draft

- The fire alarm system is obsolete making spare and replacement parts difficult to obtain.
- The PA system is obsolete and prone to lightning damage.
- Campus lighting needs to be placed under photo sensor control. Lighting is currently on timers, which need to be constantly reset, become out of synchronization because of power outages, and are difficult to access.
- Parking Lots and Walkways are cracked and represent both trip hazards and create means of tracking mud into the campus buildings.
- Playground Retaining Wall is failing and needs to be repaired.
- Capstone Drainage Project, diverting water through appropriate drain pathways to prevent further erosion undermining foundations and walkways.
- The west, outside basketball court, artificial surface is crumbling and needs to be replaced.
-

Future Needs and Timing

- The outside asphalt pavement basketball court needs to be repaved.
- Flooring (mostly carpet) is reaching end of serviceable life in all buildings. Areas of the 400 building, for example, have fiber wear so high that they look dirty almost immediately after cleaning.
- Campus lighting needs to be improved. Current lighting does not meet the National Park “dark skies” initiative, and does not adequately illuminate all paths, and in particular fall and trip hazards.
- Electrical and in particular low voltage systems such as the HVAC control system which was installed in the early 2010 period did not employ adequate wire routing. Wiring runs appear more like spider webs crossing the attics, and represent both trip hazards, and failure modes because they are easily hooked and pulled when navigating the spaces.
- Drinking fountains need to be replaced.
- Rest room fixtures need to be replaced. Age of fixtures have resulted in porcelain etching, making it difficult to keep the clean.
- Sinks, countertops and faucets need to be updated.
- All attic space needs to have adequate, permanently installed lighting.

ELEMENTARY (100 Building)

Building Overview

The original Elementary school was built in late 1940’s. The building was expanded in the mid 1950’s. The upper elementary was added in 1995.

The building totals approximately 8,500 square feet of classroom space. The original building and last addition are at two different levels on sloped property, with the two levels connected by stairs internally and pathway externally.

The building is ADA accessible through external doorways connected by a sloped walkway outside.

Preliminary Draft

Critical Needs

- The overhead covering the walkway immediately adjacent to the lower elementary building currently represents a safety risk. Several of the supports for the overhand are on foundation piers which have shifted over the years as a result of erosion and shifting earth. Joist buttresses show rot and stress fractures from shifting supports.
- There is a drain line issue potentially clogging classroom sinks as a result of a steel wool clog which has been unable to be removed without excavation.
- The air handlers in the lower Elementary are more than 30 years old. Condensing units on the roof are hail damaged, marginally functional and beyond expected life.
- The roof needs replaced, no aggregate, multiple patched areas, particularly around AC units.
- The door access system for lower elementary is marginal, not locking when it should be.
- Drainage around the building causes water to pool against siding.
- Insufficient lighting represents a safety issue after hours (see campus issues).
- Computer lab requires rewiring (identified as a fire marshal findings).

Future Needs and Timing

- Rest rooms need to be remodeled/upgraded (recommended within 2 years).
- Cabinetry inside classrooms (with sinks) need to be replaced, with sinks and faucets (recommended within 5 years).
- The original compressed wood ceiling tiles above the drop ceiling routinely fall to the drop ceiling and need to be removed (recommended within 2 years)
- Windows need to be replaced, they are beyond estimated serviceable lifespan, show signs of seal failure and latch functionality (recommended within 3 years)

School Administration (200 Building)

Building Overview

The 200 building was the first school building constructed on the current campus. Built in 1938, it has undergone multiple remodels and revisions. The original multipurpose room, serving as cafeteria and auditorium is now the band room, for example. The building is the centerpiece structure for the district, and is a registered historic building.

The building totals approximately 3,100 square feet of classroom space. The building also houses the school office and offices for the school principle and assistant principle.

Immediate needs

- Attic space HVAC units are plumbed backward, resulting in inefficient heat transfer, making some areas of the building nearly impossible to heat in cold weather.
- The computer room HVAC pulls attic air instead of recirculate air, resulting in significant cold spots in the room.
- Nurses station has insufficient electrical capacity for usage, requires rewiring.
- Dormers are leaking air, no screen on the vents.

Preliminary Draft

Future Needs and Timing

- The roof needs to be replaced, (recommended within 5 years)
- Rafter tailing (called vigas) are non-structural, architectural features of the roofline. These are timbers which are significantly rotting and need to be replaced, (recommended within 2 years).
- Instrument storage is inadequate resulting in premature aging and excessive maintenance. Adequate instrument storage, including additional space, humidity, and temperature control is needed (recommended within 3 years).
- The exterior siding of the building, particularly the West side of the building needs to be repaired and repainted (recommended within 2 years).

MULTI-PURPOSE BUILDING (300 Building)

Building Overview

The Multi-purpose building houses the district's multi-purpose room, school kitchen, library, three classrooms, with one of those classrooms dedicated to a Head Start program. The building totals approximately 7,500 square feet of classroom or other student space.

Originally built in 1988, the kitchen added in 1998.

Critical Needs

- Fire alarm strobes and alarms need to be repaired or replaced.
- Air bleeders on the boiler system need to be added, were not part of original install, resulting in dead spots in piping and inadequate flow.

Future Needs and Timing

- Need additional heating for the library (recommended within 3 years).
- Tall windows in the Library occasionally leak, specifically the windows that face the playground (recommended 2 years).
- Head Start windows need to be replaced (recommended within 2 years).
- MPR floor tile needs to be replaced, underlying slab movement needs to be abated, recommended within 3 years).
- Doors need to be replaced. Stresses, particularly from door stops are causing failed spot welds on the door frames, (recommended within 3 years).
- Paint the Multi-purpose room including stage area (recommended within 3 years).
- Stage lighting is non-functional, and needs to be repaired with new lighting control gear to replace obsolete lighting control system (recommended within 3 years).
- Entry vestibules carpets need to be replaced (recommended within 2 years).
- The siding, particularly on the west end of the building needs to be repaired and repainted (recommended within 2 years).

Preliminary Draft

HIGH SCHOOL (400 Building)

Building Overview

The 400 building, what is now the High School, began as the campus gymnasium, built originally in 1959. The addition currently comprised of the district offices was added in 1987, and the remainder of the high school wing was added in 1998.

The 400 building is comprised of approximately 15,200 square feet of educational space including classroom and campus gym space. This building also houses the district office, gymnasium locker rooms, and staff lounge, which are not included in the educational space calculation.

The building is a two story structure, with the gymnasium occupying the majority of the second story. Most classrooms are on the main floor, with two classrooms upstairs. The upstairs classrooms are not currently usable as classrooms because they are not ADA accessible.

The building also houses a two story open space currently being used as the art room. The art room includes a ceramics kiln room which is not currently operational because of fire safety concerns.

Critical Needs

- Server room is a rough-in structure on the second floor of the building, on the balcony overlooking the art room. This room does not have any original HVAC capacity, with cooling being a particular issue in the summer months. Additional cooling capacity needs to be added to this space.
- Most of the roof mounted condenser units are non-functional. Most are half damaged, and are beyond expected service life.
- The air handler for the teacher lounge needs a new blower motor or unit.
- There is a structural crack in the wall of the English classroom leading to leaking in the room.
- The gas (propane Bunsen burner) shutoff for the science classroom is behind the dishwasher and therefore a safety issue because it is inaccessible.
- Climbing wall represents a fall hazard, and is regularly identified as a finding on the yearly Trust inspection.

Future Needs and Timing

- Door closers getting near serviceable life, not adjustable anymore, (recommend replacing within 3 years).
- Locker rooms need updating, particularly aging fixtures (recommended within 3 years).
- Hall HVAC damper has failed, resulting in no heat to the entrance hallway, (recommended replacement within 1 year).
- Countertops, cabinetry and sinks are aged, pitted, and in need of replacement (recommended within 5 years).
- The sprinkler riser room has insufficient heating creating a freeze risk (recommended remediation within 1 year).

Preliminary Draft

Middle School (500 Building)

Building Overview

The Middle School was built in 1995 and is comprised of approximately 9,000 square feet of classroom space. The building consists of a single story with 4 classrooms, one of which is configured as a science laboratory.

Critical Needs

- The roof needs immediate replacement, this is the worst roof of the campus structures.
- Air conditioning roof units, with the exception of the unit for 503 which was replaced in the fiscal year 17-18 time frame, need to be replaced. They are hail damaged and beyond expected service life.
- The floor in middle school science room needs to be replaced.

Future Needs and Timing

- Settlement cracks in the south-east wall (501 & 503) need to be addressed.

Maintenance and Career and Technical Education Building (600 Building)

Building Overview

The Maintenance building was built in 1998, and is a two story building with a buss maintenance bay. The lower floor of the building consists of approximately 1,000 square feet of classroom space, with an additional 1,500 square feet of kitchen, machine and tool room originally include as career and technical education (CTE) space. Remaining spaces on the ground floor are used for office and receiving. The CTE spaces are currently used for office or storage.

The second floor of the maintenance building is used, approximately half for maintenance materials storage and approximately half for records and off-season sports team equipment storage.

Critical Needs

- The roof needs to be replace.
- The exterior needs to be repaired and repainted.
- Several areas of the building need to be de-cluttered and cleaned, specifically including the machine room, tool room and portions of the bus bay. These have become storage areas for materials which are broken or obsolete, but which have not gone through a disposal process.

Future Needs and Timing

- The spaces originally set up as CTE space need to be returned to that functionality to enable expansion of the CTE program (recommended within 1 year).

Preliminary Draft

Field House

Building Overview

The Fieldhouse, sits across the track and soccer field from the main campus. It consists of approximately 1,400 square feet of space which could be used for classroom as well as an additional approximately 300 square feet which was configured as a concession kitchen for outdoor field activities.

The field house is currently not considered habitable because of failed (water soaked) sheet rock and rodent infestations. The main structure remains architecturally sound.

Critical Needs

- The field house is structurally sound. Roof rafters, support beams and concrete flooring are in good condition. Sheet rock has deteriorated and is falling from the ceiling and walls. The falling debris has become nesting ground for rodents, making the structure currently inhabitable. The failing sheet rock needs to be removed using appropriate biohazard practices.

Future Needs and Timing

- The interior of the structure needs to be configured for an as yet undetermined future use, (recommended within 3 years)

Old Service Station

Building Overview

The Old Service Station sits at the corner of Boulder and Center roads, and is currently used for long term storage.

Critical Needs

<needs to be determined>

Future Needs and Timing

<needs to be determined>

STAFF HOUSING

Home Inspection Phase I

Roof Structures; (ie truss's and overhangs)

All roof structures appear to be in sound condition. The main area of concern are satellite dishes mounted on the roof. Dishes should be removed and reinstalled at a central ground location.

Preliminary Draft

Roof Systems;

With the exception of the Boulder St. and Albright units, all locations are showing extensive age and weather related wear. Missing granules and exposed fiberglass are common. All units will require replacement within 2 to 5 years. The exceptions would be 700 Mohave, 44 Coconino, 1495 and 1494 Ponderosa, which require immediate replacement. The roof on 1496 Ponderosa has been replaced recently but areas of the shingles have been installed incorrectly and require repairs.

Gutters;

Gutters and downspouts at all locations are clogged with debris (pine needles, granules and small sticks). This condition is allowing water to freeze and back up underneath the bottom row of shingles in the winter. Water damage and peeling paint under soffits was also observed at several locations. The excess weight of ice and frozen debris is causing gutters to split and pull away from the building on many of the units. Cascading water over the top of gutters during heavy rain in the summer is causing water damage to siding. Downspouts on the upper roofs of the Mohave units are installed too close to the dormer walls forcing water to drain against the bottom side of the dormer rotting the siding. Cutting the siding up higher should be done before reroofing.

Drainage;

Watershed from roofs at nearly all locations is poor. Ponding water and washout conditions were observed during the monsoon season. Properly installed drain tiles should be installed and should help correct this problem with the exception of 47A and B, 135 Havasupi and 1900 Mohave which will require some excavation to reroute water. An alternative drain system such as a French drain or retaining walls should be considered.

Foundations:

All foundations appear to be sound with no obvious signs of damage.

Siding and Exterior Finish;

Most siding is in good condition with the exception of extensive water damage to the bottom 3 rows of 1494 Ponderosa, and the bottom row on the dormers of all Mohave units which will need replacement. All units will require some maintenance in the form of tightening up siding and caulking around windows doors and wall penetrations.

Paint and stain conditions at all locations are in extremely poor condition. Raw material, peeling paint and sun faded stain are common. All require complete paint jobs as budget permits, with the exception of the 700 Mohave units which have been painted within the last few years.

Decks and Patios:

Patios all look to be in good condition needing minor maintenance with the exception of 1900 Mohave. The current retaining wall system made of large rock is deteriorating, creating unsafe conditions for tenants. An engineered retaining wall should be installed to assure no further damage to people or structure.

Preliminary Draft

Decks are located at 36,38,40,45 Boulder St.,24 Albright and 64 juniper hill. All of these require extensive repairs ranging from replacement of stairs, hand railings and restraining to improperly constructed support structures.

Walkways:

All look to be in good condition with the exception of 49 A and B and 47 A and B. Deteriorating concrete sidewalks and steps are creating an unsafe condition, these will need to be removed and replaced. 1494 ponderosa walkway has raised due to tree roots creating a tripping hazard.

Parking Lots and Driveways:

Parking lots at the Mohave apartments are in fair condition but require crack seal, recoat and restriping.

Shutoffs and Cleanouts:

Water shutoffs and sewer cleanouts are difficult or impossible to locate. All should be exposed and clearly marked.

Trees:

Trees too close to buildings need to be trimmed back or in some cases removed. Branches rubbing on roofs and trees too close to gable ends and overhangs are damaging shingles, fascia boards and clogging gutters. 1495 and 1494 Ponderosa,44 and 46 Coconino and 700 Mohave should be considered a priority.

Home Inspection Phase II, Mohave Apartments

Kitchen:

Cabinets and countertops are approximately 18 years of age and range from good to fair condition. Signs of normal wear and tear are evident with worn finish on cabinet doors and drawer fronts. Water damage under sink base cabinets is common. Counter tops are Formica and look to be adequate, with the exception of 706 which requires replacement. All require re-caulking around backsplash and sinks.

Appliances:

When built, kitchens were designed to accommodate both gas and electric ranges. All units have gas ranges. Range hood exhaust fans were installed but never vented to the outside. This is considered a health and safety code violation and should be corrected as soon as possible. Dishwashers vary in age and are replaced as needed. All appear to be functioning and adequate with the exception of 1905 and 1502 which because of age and condition require replacement.

Gas ranges upon testing, function correctly. With the exception of an aged appearance all but 1 are in good working condition. 706 has a new range but has been dismantled and missing parts. The range in 1901 because of age and condition should be considered for replacement.1505 has no range.

Preliminary Draft

Refrigerators vary in age and condition. Common problems are missing and broken drawers and excessive condensation inside. 1505,706 and 1902 have no refrigerators.

Living Rooms:

All appear to be in good condition with most needing fresh paint and new flooring. Broken window cranks and missing screens are common in 1500 and 1900.

Bathrooms:

Bathrooms are in good condition with the majority needing general maintenance work, ranging from caulking around tub surrounds and backsplash, painting, repairing dripping faucets and installing new water shutoffs and supply lines. Cabinets are in acceptable condition with only minor refinishing needed. There is substantial water damage to the ceiling of the lower bathroom in 1903. This damage has not been reported and should be checked for a possible leak from the upstairs bathroom.

Bedrooms:

Bedrooms and closets are in good condition. Un-sanded wall patches are common, but are easily repaired.

Stairways:

Handrail mounting brackets are improperly installed. Many are screwed directly into the drywall and not secured to wall studs.

Mechanical Rooms:

Condition of the rooms range from good to poor. Many have holes cut in the sheetrock to expose pipes for thawing purposes and have not been resealed. Freezing water is common. Insulating plumbing runs and creating permanent access for maintenance on all exterior walls is recommended. Plumbing runs inside the mechanical rooms in the 700 building are excessively long and require support strapping and insulation. Water heaters are not currently being flushed and should be included as part of the districts preventative maintenance plan.

Heating units (furnace) appear to be original but in good functioning condition. Exhaust venting is to code. All mercury filled t-stats should be removed, properly disposed of and replaced with programmable units.

Doors (exterior):

Exterior doors are in fair shape, dings and dents are common. Weather strips are in poor condition with most needing replacement. Hardware such as knobs and deadbolts are of varying kinds. There is currently not a master key system for district housing.

Windows:

Windows in the 700 units are metal frame and in good condition needing only minor maintenance such as window glides, lubrication and screen repairs. Windows in 1500 and 1900 units are wood frame. Broken closers, missing and improperly fitted screens are extremely

Preliminary Draft

common in all rooms. Wood finishes are paint and stain and showing signs of normal wear with the exception of 1901. Windows in the living room have extreme pet damage and will require sections of the wood to be replaced.

Carpet:

Carpet conditions vary from fair to poor. Age of the carpet is unclear but all are showing signs of wear and staining in high traffic areas. Pet stains and odors are noticeable in all but 3 or 4 of the units. Repeated cleaning has had little effect.

Tile:

Tile flooring is in good condition. Some loose tiles were noted in 1902. Grout lines have become stained along with minor flaking. Grease and dirt have saturated the grout in kitchens and some bathrooms. Cleaning has had minimal effect on these areas.

Plumbing Fixtures:

Kitchen and bath faucets are being repaired or replaced as needed. Kitchen sinks are stainless steel and showing considerable wear. Toilets and toilet seats are mostly original and should be considered for replacement as budget allows. Tub surrounds are adequate with the exception of 701 which because of damage will require replacement.

Electrical:

No serious electrical issues were found. Typical problems were worn and out and damaged receptacles and cover plates. Fluorescent lighting is dim in restrooms and hall ways, an led upgrade should be considered.

Life Safety:

1500 and 1900 units have a monitored fire alarm and sprinkler system. Smoke detectors in these units require replacement after 10 years. 1505 and 1506 have been changed within the last year, all others need to be replaced. No Co2 detectors were found and should be installed in all district housing.

BUS AND VEHICLE ASSESSMENT

Vehicle #	Color	Body Style	Year	Plate	Manuf.	Vin	Model	Seating	Fuel	Date Read	Mileage
2	Yellow	Cube Bus	98	G540CA	Ford	1FDXE47F5WHB90823	Collins	30	Diesel	6/26/2018	143,701
3	Yellow	Transit	98	G919BL	Blue Bird	1BAAKCSA7WF079088	TC2000	78	Diesel	6/26/2018	162,360
4	Yellow	Transit	98	G636BK	Blue Bird	1BAAKCSA9WF079089	TC2000	78	Diesel	6/26/2018	163,759
5	Yellow	Transit	02	G145DC	Blue Bird	1BABNBOA32F206115	A3RE	84	Diesel	6/26/2018	246,999
7	Yellow	Transit	13	G-595GW	Blue Bird	1BABNBCA9FF305376	T3RE	78	Diesel	6/26/2018	110,175

Preliminary Draft

	Green	Van	01	G456DG	Ford	2FMZ51441BB65774	Windstar	7	Gas	6/25/2018	158,601
	Red	Van	11	G553GE	Dodge	2D4RN4DG6BR715268	Grand Caravan	7	Gas	6/25/2018	93,146
	Yellow	Dump	89	G558CP	Chevrolet	1GBJR34KF308300	Cheyenne	3	Gas	6/25/2018	78,552
	Blue	P/U 4X4	89	G591EJ	Chevrolet	1GCDK14KXKE262949	Silverado	3	Gas	6/25/2018	182,133
	Silver	Van	04	G642EE	Chevrolet	1GNDV03E05D128577	Venture	7	Gas	7/3/2018	162,495
	White	P/U	93	G735CE	Ford	2FTDF15N6PCA32013	F150	3	Gas	6/25/2018	109,698
	Blue	P/U - S10	91	G892AM	Chevrolet	1GCCS14E1M8150774	S10	3	Gas	7/3/2018	87,472
Bobcat 753			90		Bobcat	508611812	753		Diesel		
Bobcat A300			08		Bobcat	A5GW20171	A300		Diesel		
790 Tractor	Engine MODEL 3TNE84- JK		99		John Deere	LV0790G291086	790		Diesel		
Gator	Model 4x2		01		John Deere	W004x2x065809	4x2		Gas		