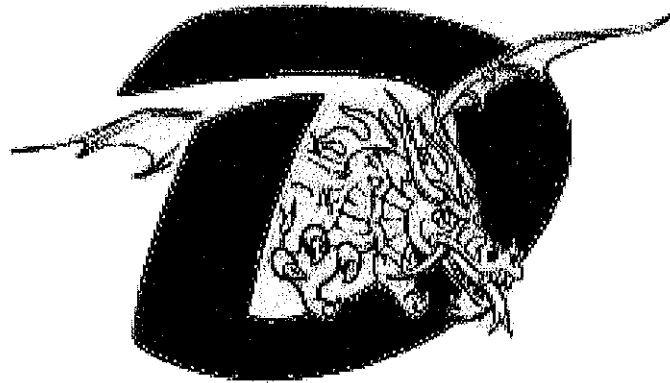


# Facility Maintenance and Improvement Plan 2013-2018



De Soto School District 73  
610 Vineland School Road  
De Soto, MO 63020

Presented to Board of Education June 2013  
Revised September 2014

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## De Soto #73 School District Directory

### Central Administration office

**636-586-1000**

Dr. Trish Burkeen	Superintendent of Schools
Dr. Clinton J. Freeman	Assistant Superintendent of Schools
Mr. Josh Isaacson	Assistant Superintendent Curr/Instruciton
Nancy Schmitz	Director Special Education
Gary Olson	Director of Technology Services
John Hedger	Director of Maintenance and Custodian
Dixie Harden	Director of Food Services
Chrissy Heimos	Bookkeeper, Substitute Caller/Services
Elaine Huskey	Payroll/Insurance
Angie Reando	Administrative Secretary/Core Data
Andrea Yates	Administrative Secretary

### High School (9-12)

**636-586-1050**

Dr. Mike Rickermann	Principal
Mrs. Tracey Lewis	Assistant Principal
Mr. Cooper Tucker	Assistant Principal
Mr. Matt Deaton	Activities Director
Ms. Etna Parmely	Building/Sub Secretary

### Middle School (7-8)

**636-586-1030**

Mrs. Alex Mahn	Principal
Mr. Josh Phipps	Assistant Principal
Ms. Katherine Meyer	Building Secretary
Ms. Debbie Moore	Building/Counselor/Sub Secretary

### Athena Elementary

**636-586-1020**

Mrs. Amanda Britain	Principal
Mrs. Gayle Lane	Assistant Principal
Ms. Lisa Mira	Building Secretary
Ms. Wendy Campbell	Building/Sub Secretary

### Vineland Elementary

**636-586-1010**

Mr. Adam Grinstaff	Principal
Ms. Dana Stuckey	Assistant Principal
Ms. Dawn Selsor	Building/Sub Secretary
Ms. Jennifer Hunt	Building Secretary

### Early Childhood Center

**636-586-1040**

Ms. Nancy Schmitz	Director
Ms. Lissa Smith	Building/Sub Secretary

### Special Services Dragon Annex

**636-586-3939**

Ms. Amy Walters	Director
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## Introduction

A Facility Maintenance and Improvement Plan is designed to focus on the improvements of district educational facilities, resources, and support services to provide a quality educational program for all students as well as being both functional and safe for all who utilize them. The plan will serve as a fluid document to the long-term improvements the district hopes to realize.

This document will identify important long and short term improvements to be implemented over a five-year period of time. It is a document that simply identifies “what” the goals for continuous improvement will be; it is a document that “details” how the district intends to make the desired improvements. The De Soto 73 Facility Maintenance and Improvement Plan will serve the following purposes:

- To review demographic and facility data.
- To examine future trends that will impact educational facilities.
- To engage the community in dialogue regarding the future direction of building renovation/replacement.
- To formulate options to address school facility needs.
- Provide Standard/Indicators as outlined in the CSIP plan.
- Provide Action Plans with Target Dates, and Person/s responsible for the action.
- Provide Funding Sources
- Serve as the improvement plan in which all facility improvements relate to.

The De Soto 73 School District is committed to providing state-of-the art schools to its approximately 3,100 students. The following table is a representation of the De Soto School District.

Buildings	Grades Served	Enrolled
Early Child Hood Center	Pre-Kindergarten	175
Athena Elementary	Kdg-6	670
Vineland Elementary	Kdg-6	840
De Soto Junior High School	7-8	470
De Soto High School	9-12	960
Special Services Building (Dragon Annex)	6-12	8

## Mission of the De Soto 73 School District

The mission of the De Soto 73 School District is to ensure learning, growth, and success for all students in a safe environment.

The following individuals served as committee representatives:

Dr. Trisha L. Burkeen, Superintendent  
Dr. Stacie Stryhal, Director of Curriculum  
Dan Hoehn, HS Principal  
Adam Grindstaff, Vineland Principal  
Larry Sanders, Sr. Board Member  
David Kromm, KRJ Architect  
Young-Hie Kromm, KRJ Architect  
Paul Bradford, Community Member

Dr. Clint Freeman, Assistant Superintendent  
John Hedger, Director of Maintenance  
Cooper Tucker, JH Principal  
Alex Mahn, Athena Principal  
John Freeman, Board Member  
Chuck Daniels, KRJ Architect  
Ed Boyer, Community Member

## Additional Planning Documents

The district has also used several supplemental documents that provide specific goals and objectives for program improvements. These documents include a Comprehensive School Improvement Plan, a Technology Plan, a Curriculum Development Plan, a Professional Development Plan, a Health Services Plan, a Library Management Plan, and a Budget Plan. Facilities Master Plan Past, Future Present

### Master Facility Plan

The District completed three (3) facility bond issues in 2003, 2006 and 2009. The pages outlined in the Master Facility Plan document display a master facility plan for future construction to complete as designed by KRJ Architectural Firm. The Master Facility Plan is a document to serve as a guide to meet the goals for planning, maintenance, and improvement of the campuses to best fulfill the academic, extra-curricular programs, and community activities.

### Plan Evaluation

The facility plan is in continual revision but will be annually reported to the board as to the end of the year accomplishments.

### Action Plans

The district action plans serve as a guide to meet the goals for planning, maintenance, and improvement of the campuses to best fulfill the academic, extra-curricular programs, and community activities. Ongoing revisions of the action plan will be necessary.

**Facility Goal #1: De Soto School District 73 will provide functional and safe facilities to meet the instructional needs of students, the demands of a well-rounded program of extra-curricular and community activities. (CSIP Goal 4)**

**Objective:** Identify and prioritize improvements to district facilities.

**Strategy:** All campuses will be reviewed for a conditions assessment.

**Evaluation:** Review completion of items on the facilities improvement list and completion of work orders in Oracle Logs.

**Evaluation:** Review annual funding sources for facilities and maintenance budget.

Action Plan	Target Date	Person Responsible	Funding Source
Conduct a building analysis for mechanical, electrical, safety, and energy needs	October 2013	Director of Maintenance/Assistant Superintendent of School Operations	Allocate available district resources to support the action step
Coordinate walkthrough reviews	February 2013	Director of Maintenance/Assistant	Allocate available district resources to support the action step

by utilizing the Facility Committee		Superintendent of School Operations	
Examine annual costs for energy usage, repairs, and improvements	May 2013	Assistant Superintendent/Director of Maintenance/Facilities Committee	Allocate available district resources to support the action step
Examine and Project student and community demographics	February-August on going 2018	Assistant Superintendent	Allocate available district resources to support the action step
Administrators will report any maintenance or repair issues through the on-line work order process.	Ongoing-2018	Building Level Administrators	Allocate available district resources to support the action step
Conduct Annual Inspections	Ongoing - 2018	Outside contractors/ Director of Maintenance	Allocate available district resources to support the action step

**Facility Goal #2: De Soto School District 73 will provide functional and safe facilities to meet the instructional needs of students the demands of a well-rounded program of extra-curricular and community activities. (CSIP Goal 4)**

**Objective:** Facilities will be functional and safe for the educational programs.

**Strategy:** Review campuses for renovation, upgrades, and new construction.

**Evaluation:** Review annual funding sources for facilities and maintenance budget.

**Evaluation:** Review annually the Assessments received.

Action Plan	Target Date	Person Responsible	Funding Source
Complete Interior Room Assessments	Yearly in April-2018	Building Level Administrators/ District Facilities Committee/ Assistant Superintendent/ Director of Maintenance and Custodians	Allocate available district resources to support the action step
Complete Exterior Room Assessments	Yearly in April-2018	Building Level Administrators/ District Facilities Committee/ Assistant Superintendent Director of Maintenance and Custodians	Allocate available district resources to support the action step
Complete Mechanical, Electrical, and Safety Assessments	Yearly in June, July-2018	Building Level Administrators/ District Facilities Committee/ Assistant Superintendent Outside contractors/ Director of Maintenance and Custodians	Allocate available district resources to support the action step
Complete Inspections	Yearly in June/July Ongoing-2018	Outside contractors/ Director of Maintenance and Custodians	Allocate available district resources to support the action step
Review and analyze Demographic Data	Ongoing-2018	Superintendent Assistant Superintendent	Allocate available district resources to support the action step
Education Specifications	Ongoing -2018	Assistant Superintendent/Executive Director of Curriculum and Instruction/Superintendent	Allocate available district resources to support the action step

**Facility Goal #3: De Soto School District 73 will provide functional and safe facilities to meet the instructional needs of students the demands of a well-rounded program of extra-curricular and community activities. (CSIP Goal 4)**

**Strategy:** Identify funding opportunities through bonding capacity and budget analysis to meet facility needs.

**Objective:** Facilities will be functional and safe for the educational programs.

**Strategy:** Review campuses for renovation, upgrades, and new construction, while utilizing the Master Facility Plan.

**Evaluation:** Review annual funding sources for facilities and maintenance budget.

<b>Action Plan</b>	<b>Target Date</b>	<b>Person Responsible</b>	<b>Funding Source</b>
Establish Bonding Capacity	August 2013	Outside Contractor	Allocate available district resources to support the action step
Annual Bond Consultant for projected debt levy	June/July 2013	Outside Contractor	Allocate available district resources to support the action step
Performance or Energy Bonds	Ongoing-2018	Outside Contractor	Allocate available district resources to support the action step
Budget Analysis for Cost/Energy/Operations	Ongoing-2018	Superintendent/ Assistant Superintendent	Allocate available district resources to support the action step
Demographic Data	Ongoing-2018	Superintendent/ Assistant Superintendent	Allocate available district resources to support the action step
Third Party Lease	August 2013		Allocate available district resources to support the action step



## NEEDS ANALYSIS BY CAMPUS

The Needs Analysis by Campus are documents that were created by District Administrators physically walking each building to analyze and recognize safety concerns as well as to ensure that all facility, maintenance, and overall improvement projects were noted. These projects will then be prioritized not only with capital improvement monies, but also general funding to ensure that each of the campus is sustained to best fulfill the academic, extra-curricular programs, and community activities by each campus. Below are key points listed for each campus as well

### Key Points

#### Financial Information

- The district will be asking patrons on the November 4, 2014 election ballot to approve a \$9.5 million dollar bond issue to complete several facility projects.
- The debt service levy will remain at the same level of \$0.8707 with 4 years of extended debt.
- Last Spring the district was awarded over \$903,000 dollars in Quality Zone Academy Bonds from the Department of Elementary and Secondary Education.
- The zero interest QZAB bonds will assist the district to provide over \$10,145,000 in capital improvements with the authorization of only \$9.5 million in bonds.
- The De Soto School District Board of Education has been conscientious of taxpayer dollars to get the most investments on the dollar with the district having the 3<sup>rd</sup> lowest tax rate in the county.
- The De Soto District is committed to Keep Improving De Soto Schools to achieve our mission of learning, growth, and success for all students in a safe environment.

#### High School Campus

- 450 seat auditorium with exceptional sound, lighting, screen, projection, and acoustical stage design
- Additional space for set design and storage space
- Constructed to house a future balcony of 250 additional seats
- Instructionally will serve high school and junior high fine arts students
- Support Pre K and elementary school programs
- Access for community groups to host recitals, award ceremonies, and other special events
- Practice and performances will be enhanced with the appropriate acoustics and equipment

#### Junior High Campus

- New cafeteria and new kitchen
- New elevator to provide access to all levels
- New counseling center
- Restrooms
- 3 renovated science classrooms
- Renovation of choir room.
- Old cafeteria to house the food program
- Improve the roadway behind campus
- New handicap parking spaces
- Corridor connecting the junior high to the high school

#### Vineland Elementary Campus

- 5 new classrooms to provide improved instructional space, improved classroom organization, and accommodate appropriate student to teacher class ratios at the primary levels
- New gymnasium with increased court space and seating for events
- Additional elevator to provide access all levels
- Renovated restrooms and storage near the new gymnasium
- Renovate the old gym to a library with a media lab
- Removal of food services modular

#### Athena Elementary Campus

- Upgraded HVAC and Mechanical equipment
- Paved parking and improved roadway behind the school

		Facility Upgrades/Renovations Prioritized by Category		
		Please Note Costs are Estimates Only		
<b>HVAC/Mechanical</b>				
Project	Building		Cost	Ranking
Ibex Controller	Athens		30,000.00	
Boiler Replaced	Athens		38,000.00	
6 Federal Pacific Electric Panels	DJHS		3,000.00	
12 Federal Pacific Electric Panels	DHS		6,000.00	
<b>Safety</b>				
	Building		Cost	Ranking
Security Cameras	Vineland		4,500	
Security Cameras	Athens		4,500	
Card Access System	DHS		15,500.00	
Replace Monitors and Cameras	DHS		4,317.00	
Classroom Doors	Athens		36,000.00	
District Phones	ALL		120,000.00	
<b>Remove Asbestos Ceiling/Floor Tile</b>	Athens		10,000.00	
<b>Parking Lots</b>				
Adding	Building		Cost	Ranking
Adding	Athens		?	
Adding	Vineland		?	
Re-Surfacing/Painting	DJHS		?	
Adding/Re-Surfacing/Painting	DHS		?	
Adding	ECC		15,000.00	
<b>Field/Facility/Playground Updates</b>				
	Building		Cost	Ranking
Baseball Field	DHS		250,000.00	
Softball Field	DHS		260,000.00	
Sound System FB	DHS		9,000.00	
Sound System SB	DHS		3,500.00	
Sound System BB	DHS		3,500.00	
Pour In Place	Vineland		15,000.00	
Pour in Place	Athens		12,000.00	
District Painting	ALL		100,000.00	

		District Needs to Continue Improvements	
			Cost
<b>Transportation</b>			
Roofing Repairs and ice guard replacements			2, 800.00
10 New 77 passenger busses			88,000.00 EA.
<b>Maintenance</b>			
3 New Maintenacne Vehicles			15,000.00 EA
2 New Zero Radius Lawn Mowers			9,500.00 EA
<b>Buildings</b>			
Roofs at Every Building			
Solar Panels for Energy effeciency			
Vineland and Athena Playground Safety Surfacing			12000 EA
<b>Technology</b>			
Phones and Phone System			
<b>Parking Lots</b>			
New Asphalt			\$44,000.00 DHS
Re-surfacing			\$12000.00 DJHS
Drain Work/Site Work			\$10,000.00 Athena
			\$10,000.00 Vineland

Outside	Athena Facility Needs	Cost Estimate
Cover all wiring and Copper lines outside wall facing Athena School Road		
Curbs need to be straightened		
Wires by exterior doors removed		
Basket ball goals on playground need to be painted		
<b>Inside</b>		
Move Entry Doors to make Halls and Building Safer		
Floor Tiles in Lower Hallway need replaced		
Remove Mobil SMARTBOARD and Table in AV room		
3rd grade Hall Stair Tread needs to be replaced to match the black		
Curtain in Multipurpose Room Cleaned		
Repalce Ceiling Fan in Counselors office		
All Cobase trim needs to be replaced from teal/blue to black		
Check and Replace all Ceiling Tiles that are not Asbestos		
5/6 Grade Cork Strips need to be repalced		
Room 205 Remove Cork Board and Replace Dry Erase Board		
Room 106 Cover wall with Drywall		
Remove all Ceiling Fans and cover electrical boxes		
Room 207 needs carpet to cover the concrete stage		
Room 207 Lights need to have covers replaced		
Room 208 Replace cobase		
Repalce Femine Holder		
3rd grade Boys Restroom Faucet Leaking		
Boilers Replaced		38,495.00
Ibex Controllers repalced		30,000.00
Replace Girls Restroom Faucets		
<b>Paint</b>		
3rd grade hall boys RR doors painted green		
Paint above new electrical box (outside)		
Duckwork in Classes and Hallways		
Doors and Frames all need to be painted Green		
Room 210 Cabintet needs to be painted		
<b>Electrical</b>		



		Vineland Facility Needs	
Outside			Cost
Power Wash outside bricks			
All gold windows need to be painted black			
Trim coming off facet back of building			
Maintain the Walking Trail			
Outside of Gym plywood missing needs to be replaced			
All Windows need to be replaced			
Roof Repairs			
Zoned Smoke Detectors			\$4,500.00
Exterior Grate is dented up and needs replaced			
<b>Inside</b>			
Gym pads need replaced			
Touch up white paint by pull up bar			
Remove all surplus items and store in shed by football field			
Remove floor machine, heater (not used anymore)			
Change dingy light covers			
Remove Chest Freezer from under stairwell			
1st grade hall air return loose by restroom			
Have Kenny check for leaks with all urinals and toilets			
Refrain from storing items under stairwells or in hallways			
ISS room ???			
<b>Paint</b>			
Paint outside of Food Service office			
Paint Gym doors			
All Fire extinguisher boxes need to be painted			
Room 115, 220			
Hall way stair well			
<b>Electrical</b>			
Upgrade Electrical Panels			
<b>Custodial Items</b>			
Basketball Goals need dusted and wiped down			
All Electrical Panels need to be free of storage items			
All cleaning supply machines need to be cleaned			

Mrs. Bissell needs her fridge leveled and cleaned					
All Ceiling Tiles need to be checked and replaced if needed					
All cobase to black					
Stairs need tread going to gym					
Remove all old chairs from showers (surplus)					
Room 304 hall is blocked use closet for storage if needed					
Cleaning Supplies need to be filled in cafeteria					
Paper needs to be moved out of showers area and into a location that is feasible for staff					

			De Soto Junior High	Cost
<b>Inside Projects</b>				
All Doors and Locks Replaced				
All Floors Stripped and Waxed				
Upgrade Science Stations with Electric and Water				
Built in Science Cabinets				
Room 200 Lights Replaced				
Room 126 Needs a Dry Erase Board				
Room 124 Ceiling Tiles replaced Air Vents Need to be Cleaned				
Room 210 Desks replaced				
Room 207 Dry Erase Board				
Room 207 Cobase Replaced				
Room 208 Desks Repalced				
Ceiling Tile by Room 208				
Room 204 Dry Erase Board				
Room 203 Counseling Center Re- Done				
Room 202 Lights need repalced and AC is making a bad noise				
Room 201 Floor Tiles Replaced				
Room 201 Back Wall needs door removed and drywall back wall paint				
Room 201 Rmve Cork from Walls				
Mechanical Room Cleaned up ASAP				
Boys Locker Room Lights need covers put back on				
Need Portable AC in Boys Locker Room				
Portable AC in Girls Locker Room				
Additional Electric in Girls Locker Room				
Girls Restroom needs latch on stall door				
Room 131 Cobase needed				
Room 129 Leak Fixed ? AC				
High School Electric Panels Need Upgraded 6 Panels				\$5,300.00
Smoke Detectors Replaced				
New Wing Holes in Drywall Replace				
<b>Outside</b>				
Roof Repairs				
Parking Lots Re-surfaced				





		De Soto High School Facility Needs	
Inside			Cost Estimate
Ceiling Tiles			
Floor Tiles Stripped and Waxed			
Card Access System			15,495.00
Theater Lighting			10,000.00
Padding on West Gym walls replaced			
High School Gym Floor Resanded and re painted			
Renovation of current facility to meet needs of drama department			
HVAC Concerns addressed			
Electrical Panels need to be replaced 12 panels			
<b>Outside</b>			
All Flower Gardes re-worked with Mulch			
Parking Lots resealed			
Roof Repairs			
Audio System for Stadium			9,281.49
Football Field drain extension			\$1,151.00
Audio System for Softball/Baseball			
<b>Stadium</b>			
Concession Stand Remodeled			
Baseball Facility Upgraded			
Softball Field Upgraded			
Batting Cages Installed			