

# Exhibit 1

## Executive Summary

### **REQUEST:**

Approve the relocation of three portable classrooms from the New River Circle Site onto the Cypress Bay High School Campus.

### **RATIONALE:**

The shortage of excess student stations is affecting instruction where/when-ever a facility-related issue occurs such as loss of air conditioning, water damage, etc. The school is limited in having excess student stations where students can be moved temporarily while the facility-related issues are being resolved.

While the school is over permanent capacity, the school has been able to meet class size over the past three years, by using any and all available space in an appropriate and efficient manner. With the age and continued maintenance needs for all space at the school, by providing the additional space, the school will be able to continue to provide contingency space for instructional purposes when any classrooms become unavailable for any reason.

In addition to the three needed contingency spaces, district staff has been running every address at Cypress Bay High School through a proprietary software system, sending out private investigators, confirming property appraiser's information and collecting court documents on each of the findings. It is anticipated that these findings will be one of many steps in stabilizing and maintaining the integrity of the enrollment at the school. While the enrollment has increased over the past five years, with the collaborative efforts of revising Policy 5.1 (which includes registration/address documentation), the software driven address verification process as well as the additional contingency space will provide Cypress Bay the enrollment support they need as the new replacement capacity is planned and built.

The District's Educational Facilities Plan (DEFP) Fiscal Year 2016 currently has funds allocated for an "addition to allow the removal of portables buildings" (see exhibit 3). This project will be under design this summer. The District has identified a long-term need to reduce the number of portables on the campus with replacement permanent capacity. Staff will work with Heery and the school to place the portables in a location that will not impact the location of the new building(s).

There are three (3) suitable, non-combustible portables available at the New River Circle Site, which are in good condition and are not currently in use. Staff has provided a not-to-exceed budget of \$166,095 in materials/vendor costs and \$88,228 of in-house labor costs (see exhibit 2). This work will need to start immediately in order to meet the start of the 2016-17 school year.