



## Meeting Minutes – November 9, 2023

### Call to Order:

Chair Kasemeyer called the video-conference meeting of the Interagency Commission on School Construction to order at 9:00 a.m.

### Members in Attendance:

Edward Kasemeyer, Appointee of the President of the Senate, Chair  
Courtney League as Designee for Secretary Atif Chaudhry, Maryland Department of General Services  
Michael Darenberg, Appointee of the Governor  
Linda Eberhart, Appointee of the Speaker of the House, Vice-chair  
Brian Gibbons, Appointee of the Speaker of the House  
Gloria Lawlah, Appointee of the President of the Senate  
Jill Lemke as Designee for Secretary Rebecca Flora, Maryland Department of Planning  
Dr. Carey M. Wright, Interim State Superintendent of Schools

### Members Not in Attendance:

None.

### Revisions to the Agenda:

Chair Kasemeyer indicated that there were minor revisions to the agenda, which was republished the day prior to the meeting.

### Public Comment:

Hope Bonanno - Chairperson for Brunswick High School New Build Committee requested that the IAC approve the FY 2025 Capital Improvement Program (CIP) funding request for Frederick County which includes the replacement of Brunswick High School.

### IAC Correspondence:

None.

#### 1. Executive Director's Report – **[Informational Only]**

Alex Donahue, IAC Executive Director, provided several updates on the IAC's transition to an independent state agency which is mostly complete, and the IAC's ongoing office move which has a target completion date of mid-to-late December. Executive Director Donahue also gave a brief status update of FY 2025 CIP submissions, and an update on ongoing outreach to stakeholders, including speaking with Congress earlier in the week about Federal support to States and LEAs.

#### 2. Consent Agenda – **[Motion Carried]**

Upon a motion by Ms. Lawlah, seconded by Mr. Darenberg, the IAC voted unanimously to approve the Consent Agenda.

##### A. October 12, 2023 Minutes

To approve the draft October 12, 2023 IAC Meeting Minutes, as presented.

**B. Contract Awards**

To approve contract procurements as noted below.

**C. Revisions to Previously Approved Contracts**

To approve the revisions to previously approved contract awards as presented to accurately reflect the adjustments to the State and local participation in the contract amounts and/or corrections to project allocation information.

**D. Project Allocation Reversions**

To approve the reversion of the amounts presented to the appropriate reserve accounts.

**E. Easements**

To approve the conveyance of the easements as presented.

**F. Site Approval - Prince George's County Public Schools - Fairwood Elementary School**

To approve the use by the Prince George's County Public Schools (PGCPS) of 13250 Fairwood Parkway in Bowie, Maryland 20720 for the construction of Fairwood Elementary School, a new facility that will be a replacement facility of Woodmore Elementary (PSC 16.150); adhering to the actions identified in the state clearinghouse review, state identifier 20230714-0609.

**G. School Closure - Baltimore County Public Schools - Campfield Early Childhood Center  
[Informational Only]**

**3. Rescission of Section 107 of IAC Administrative Procedures Guide – [Motion Carried]**

Deputy Director Cassandra Viscarra presented a recommended rescission of Section 107 of the IAC's Administrative Procedures Guide, stating that funding under the Sustainable Communities Projects Policy has only been approved for one project since its adoption in 2014. Ms. Viscarra also recommended that the IAC direct staff to propose a new sustainable communities policy in collaboration with the Department of Housing and Community Development. Ms. Lemke, designee for Secretary Flora, indicated that the Maryland Smart Growth Subcabinet, which is staffed by the Department of Planning, is looking at potential improvements to the Sustainable Communities Program, and offered assistance to IAC staff in drafting a new sustainable communities policy.

Upon a motion by Ms. Lawlah, seconded by Mr. Gibbons, the IAC voted unanimously to rescind Section 107 Sustainable Community Projects of the Public School Construction Program Administrative Procedures Guide (APG) and to direct IAC Staff to draft a replacement policy in consultation with the Maryland Department of Housing and Community Development (DHCD) for presentation to the IAC for approval at an upcoming meeting.

**4. Built to Learn Funding Request - Kent County Public Schools - Kent Middle School Replacement – [Motion Carried]**

Funding Programs Manager Arabia Davis and Capital Projects Manager Lisa Vaughn presented a request for design funding from the Built to Learn Program to Kent County for the Kent Middle School replacement project.

Upon a motion by Ms. Lemke, seconded by Vice-Chair Eberhart, the IAC voted unanimously to approve Kent County Public Schools' (KCPS) Built to Learn (BTL) request for partial funding of design services for the Kent Middle School (PSC 14.003) replacement project totaling \$1,569,659. Funding factors are considered preliminary until the IAC approves the project for construction funding at a later date.

**5. Acceptance of Late FY 2025 CIP Submissions – [Motion Carried]**

The IAC received Capital Improvements Program project requests from all 24 LEAs and the Maryland School for the Blind. Ms. Davis indicated that of these submissions, one CIP submission was late, a number of LEAs submitted Board of Education (BOE) letters late, and eight LEAs had not submitted BOE letters of support at the time of the meeting.

Mr. Darenberg inquired about how the late submissions and materials affect IAC staff, to which Ms. Davis indicated that staff will continue to review project submissions, but will be unable to accept submissions if they are not received in time for IAC staff to evaluate them and incorporate them into development of the IAC's preliminary approvals in the 75% round of the CIP. Ms. Davis and Executive Director Donahue clarified that the timeline this year was particularly tight for LEAs to get in submissions, and that in prior years there were fewer late submissions. He also indicated that IAC staff is looking into adjusting deadlines for greater flexibility for the LEAs and that processing the late submissions proposed here for acceptance by the IAC will not put undue strain on Staff.

Upon a motion by Ms. Lawlah, seconded by Mr. Gibbons, the IAC voted unanimously to accept a late Capital Improvement Program (CIP) submission from Garrett County and the late submission of the Board of Education letters of support for Allegany, Anne Arundel, Calvert, Charles, Dorchester, Frederick, Kent, Washington, and Worcester Counties.

**6. Capital Improvement Program Rescission/Amendment Requests - Washington County Public Schools – [Motion Carried]**

On September 26, 2023, Washington County Public Schools informed IAC staff that bids which were received for four separate school construction projects came in higher than anticipated. These projects received funding through the FY 2023 CIP. In order to cover the funding deficit, Funding Programs Assistant Sheron Johnson and Ms. Vaughn indicated that the LEA seeks to rescind four projects which were awarded funding through FY 2024, and to transfer the funds to the LEAs reserve account to be used to increase the State share of the FY 2023 projects.

Upon a motion by Vice-Chair Eberhart, seconded by Mr. Darenberg, the IAC voted unanimously to;

1. To approve the rescission of four Washington County Public Schools (WCPS) FY 2024 Capital Improvement Program (CIP) projects as presented in Table 1 of this item totaling \$1,470,686 and to transfer the funds to the LEA's reserve account; and,
2. To increase, in accordance with COMAR 14.39.02.07, project allocations for four FY 2023 Washington County CIP Projects as presented in Table 2.

**7. FY 2024 Capital Improvement Program Rescission Request - Baltimore City Public Schools - Mt. Washington Modular Addition – [Motion Carried]**

On October 6, 2023, Baltimore City Schools requested a rescission of funds awarded through the FY 2024 CIP for the Mt. Washington School Modular Addition project, as the LEA was able to secure Federal funding via the Elementary and Secondary School Emergency Relief Program (ESSER) to complete the project. Funding Programs and Finance Assistant Tatyana Tate and Lead Capital Projects Manager Eugene Shanholtz indicated that the LEA would like the allocated funds for FY 2024 transferred to their reserve fund account for application in the FY 2025 CIP to the Northeast Middle School limited renovation project.

Upon a motion by Vice-chair Eberhart, seconded by Mr. Gibbons, the IAC voted unanimously to approve the rescission of \$5,376,000 awarded to the Baltimore City's Public Schools (City Schools) FY 2024 Capital Improvement Program (CIP) for the #221 Mt. Washington School (PSC 30.268) Modular Addition project and transfer the reverted funds to the LEA's Reserve Appropriations Account.

**8. FY 2023 Aging Schools Program Schedule Adjustment – [Motion Carried]**

Ms. Davis presented a recommendation to adjust the FY 2023 reimbursement submission deadline for the Aging Schools Program (ASP) due to delays with delivery of materials that LEAs are experiencing and subsequent impact on project completion schedules.

Upon a motion by Mr. Darenberg, seconded by Dr. Wright, the IAC voted unanimously to approve an adjustment to the FY 2023 Aging Schools Program (ASP) reimbursement submission deadline from December 1, 2023, to February 1, 2024.

**9. Disposal of State-Owned Relocatable Unit #38391 and Approval of Funding for Demolition - St. Mary's County Public Schools – [Motion Carried]**

The IAC received correspondence from St. Mary's County Public Schools (SMCPS) indicating that air quality testing and surveys of the state-owned relocatable unit had confirmed the presence of airborne mold spores within the unit. SMCPS obtained proposals for remediation, restoration, and demolition, and informed the IAC that the best course of action given the cost was demolition, requiring approval by the IAC. Lead Capital Projects Manager Shanholtz indicated that no one is currently occupying the relocatable, and that students and staff have been moved into the school until a new relocatable is obtained by the LEA through local funding, likely in the Winter.

Chair Kasemeyer inquired about the total number of relocatables in use and the ownership of them. Executive Director Donahue clarified that most are locally owned, but just over one hundred are state owned. As of December 2018, the state still owned 122 relocatable units. Mr. Darenberg inquired about when the relocatable was obtained by the school; Chief Financial Officer Tom Lockman indicated that the relocatable was first purchased by the state in 1987 and Mr. Shanholtz indicated that George Washington Carver Elementary School obtained the relocatable in 2015. Mr. Darenberg asked whether the State still funds relocatables and Executive Director Donahue indicated that new relocatables are not being purchased by the State, and existing State owned relocatables are being retired as they deteriorate.

Upon a motion by Ms. Lawlah, seconded by Mr. Gibbons, the IAC voted unanimously to approve the disposal of State-Owned Relocatable Unit #38391 stationed at the George Washington Carver Elementary School in St. Mary's County Public Schools (SMCPS) for purposes of demolition and to, upon approval of the disposal by the Department of General Services (DGS), provide funding totaling \$6,668 for the demolition from the Statewide reserve account.

**Announcements:**

None.



**Adjournment:**

Upon a motion by Vice-chair Eberhart, with a second by Mr. Gibbons, the IAC voted unanimously to adjourn the meeting at 9:41 a.m.