



## MEMORANDUM

TO: Board of Directors

FROM: Dr. Greg Baker, Superintendent

DATE: December 14, 2023

SUBJECT: **Monitoring Report for EL-9, Asset Maintenance and Protection**

I certify that the following is accurate as of August 31, 2023. The reporting period is from September 1, 2022 through August 31, 2023.

**Policy Type:** Executive Limitation

**Policy:** EL 9, Asset Maintenance and Protection  
(A copy of the Executive Limitation is attached)

**Adopted:** September 10, 2009; revised August 9, 2012; June 27, 2013, September 11, 2014, January 12, 2017, November 1, 2017, February 27, 2019, reviewed March 16, 2022; updated September 14, 2022

### Interpretation of Items:

The five-year plan for managing, developing and improving facilities is comprised of projects associated with bond issues approved by voters:

February 18, 2022	\$122 million
February 13, 2018	\$155 million
November 5, 2013	\$160 million

The Loss Experience Factor is a number calculated by the Washington State Department of Labor and Industries indicating the effectiveness of our Workers Compensation Safety Program.



completed during the 2022-23 school year. The previous year we had more than 150 preventive maintenance measures reported in Asset Planner, and in 2019-20 we had more than 200. Variation in numbers of preventative maintenance measures is due to staff capacity (during Covid school closures our team had time for more preventive maintenance measures) and age of buildings (as we move into new buildings and older



**Maintenance of Transportation Assets:**

	<b>Fleet Size</b>	<b>New in 2022-23</b>	<b>On Order</b>	<b>Electric Vehicles</b>	<b>2022-23 Surplus</b>	<b>2023-24 Projected Surplus</b>
School buses	75	6	12	0	3	3
Non-bus vehicles:						
Passenger vans & SUVs	29	1	0	0	0	0
Support Vehicles <i>(Food Services, Facilities and Sustainability, Educational Technology, Transportation &amp; Warehouse)</i>	47	0	0	3	2	0
Traffic Safety Education	9	0	0	2	0	0
Non-bus vehicle total	85	1	0	5	2	0
<b>Total vehicles</b>	<b>160</b>	<b>7</b>	<b>2</b>	<b>5</b>	<b>5</b>	<b>3</b>

Our shop is led by Mike Ingham who is an ASE Certified Master School Bus Technician three other Journeymen mechanics with a combined experience of 56 years as mechanics.

The shop services all buses and the motor pool and completed over 2,100 work orders in

Outstanding Bus Inspections for at least the last 12 years.

Protecting District Property:

District property is protected with both keyed and electronic access control, as well as intrusion and fire alarms at all sites. District facilities and assets are further protected by electronic monitoring and notification systems which inform appropriate administrators of power and network system outages. Our safety and security team and the security service with whom we contract allow us to respond in a timely manner and limit damage; our security cameras help us with any post-damage assessments that may be necessary. In the event these systems fail, district property is insured for typical hazards such as fire, wind, flood, earthquake, theft, vandalism, collision, etc. The adequacy and effectiveness of our insurance program is evidenced by legitimate property and casualty claims being managed and, if warranted, paid.

**2. The superintendent may not fail to:**

- a. ensure that district facilities are maintained, safe, clean, conducive to teaching and learning, and responsive to users' needs;**



When a staff member experiences an accident at work, the risk management specialist works with the injured worker, healthcare providers and building and department supervisors to evaluate return to work options. In addition, the risk management specialist utilizes the Dept. of Labor and Industries Stay at Work Program to help pay some of the costs associated with light duty return to work. During 2022-2023, there was one stay at work application filed for a reimbursement of \$1,557.

**b. maintain an appropriate five-year plan for managing, developing and improving facilities;**

In compliance.

Projects associated with bond issues approved by voters drive our five

Community Transitions facility	2022	Continuing
15 <sup>th</sup> Elementary School	2022	Continuing
Planning for Roosevelt, Cozier, Columbia rebuilds	2022	Continuing





Cyber Liability. Claims are filed by members with Clear Risk Solutions, which has been contracted to perform program administration, claims adjustment and administration, and loss prevention for the program.

In 2022-23, we filed 17 standard claims with our insurer compared to 11 the prior year. Twelve claims were related to our vehicles, totaling \$72,556. Three claims were student-related and one employee-related; currently zero payments have been made on these. Finally, one claim is for water damage at Whatcom Middle School,

2023. The report is comprehensive; data (from calendar year 2022) will be available on the BPS website.

The benchmarking report includes data from utility bills looking at electricity, natural gas and water use at each school.

School district energy use intensity scores, for 22 school buildings only (not including the Larrabee building), are below; the orange horizontal line indicates target EUI measurements for compliance with HB 1257.

Compliance with HB 1257 will be phased in, with the earliest data reporting due June 1, 2026. School buildings that do not comply with energy performance standards may be fined





