

## Executive Summary

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West Virginia Department of Education  
Office of School Operations – School Facilities

**Introduction:** The Pendleton County Board of Education requests approval of an amendment to their current 2020-2030 Comprehensive Educational Facilities Plan (CEFP).

**Changes:** Policy 6200 requires all local boards of education to submit amendments to CEFPs to the West Virginia Board of Education and the School Building Authority of West Virginia (SBA) for approval. The Pendleton County Board of Education requests approval to amend its CEFP to include reroofing and HVAC projects at Brandywine Elementary School and a reroofing project at Pendleton County Middle/High School. The projects are planned to be funded through local funds and a grant from the SBA.

[District Name Here]

100.021 CEFP APPLICATION FOR AMENDMENT

*Instructions: Please provide details regarding the request for amendment for any part of the CEFP.*

<b>COUNTY</b>	<b>Pendleton</b>
<b>DATE</b>	Oct 15, 2025
<b>AMENDMENT TYPE</b>	OVERALL PLAN
<b>AMENDMENT #</b>	1
<b>DATE AMENDMENT APPROVED BY LEA</b>	9/16/25
<b>SIGNATURE-COUNTY SUPERINTENDENT</b>	

Briefly describe the nature of the amendment and/or scope of work to be completed:

Brandywine Elementary School: HVAC and universal controls, roofing of classroom wing of the building

Pendleton County Middle/High School: Roofing replacement of all existing metal.

**A. BUDGET AMENDMENTS FOR PREVIOUSLY APPROVED PROJECT WITHIN THE CURRENT CEFP**

Include a revised CEFP finance plan summary sheet and any other altered CEFP pages with revision date as per Section E to specifically reflect the project expenditures requested in this amendment. Briefly describe the need to adjust the present budget.

<b>BUDGET ITEM</b>	<b>BUDGET AMOUNT</b>
<b>TOTAL PROJECT BUDGET APPROVED BY CEFP</b>	\$7,159,876
<b>A. SBA GRANT</b>	\$
<b>B. OTHER (DESCRIBE)</b>	\$
<b>AMENDMENT TO THIS PROJECT BUDGET(+/-)</b>	\$+2,838,595
<b>A. SBA GRANT</b>	\$
<b>B. OTHER (DESCRIBE)</b>	\$
<b>TOTAL PROJECT AMOUNT IF AMENDMENT APPROVED</b>	\$9,998,471

**B. AMENDMENT TO EXISTING OR NEW PROJECT** (Complete information on additional pages if 2, 3, or 4 are checked below)

<b>REVISE THE SCOPE OF AN EXISTING PROJECT</b>	<input type="checkbox"/>
<b>ADD A NEW PROJECT NOT CURRENTLY IN CEFP</b>	<input checked="" type="checkbox"/>
<b>NEW ADDITION OR RENOVATION PROJECT</b>	<input type="checkbox"/>
<b>TECHNOLOGY AND/OR BLDG. INFRASTRUCTURE IMPROVEMENTS</b>	<input type="checkbox"/>

Provide a revised budget in Part A for the project(s) affected by this amendment. Also, provide replacement sheets for the current approved plan on file in the SBA and WVDE offices for all chapters of the plan affected by the amendment. Include revision dates on all replacement sheets as per Section E.

**C. OVERALL PLAN AMENDMENT** (Complete Information on additional pages)

Amendments to the overall plan are defined as those changes that alter the educational delivery models (grade configuration, delivery system, etc.) or dramatically affect the major elements of the CEFP identified in WVBE 6200, Chapter 1, Handbook on Planning Schools or Goals and Objectives of the SBA (West Virginia Code §18-9D-15). Provide replacement sheets for the current approved plan on file in the SBA and WVDE offices for all chapters of the plan affected by the amendment, including revisions dates on all replacement sheets as per Section E.

**D. AMENDMENT JUSTIFICATION AS REQUIRED IN WEST VIRGINIA CODE §18-9D-15**  
(Attachment additional backup information, if required)

1. Describe how the amendment alters the current ten-year comprehensive educational facilities plan, project, finance plan, and changes in the scope of the project. (Narrative)

The amended projects were not included on the priority list submitted 10/21/2021; these projects are becoming a high priority for the general well-being of these two schools.

2. Provide the impact of this amendment upon the educational opportunities of students and the budget of the LEA. (Narrative)

These projects affect the health and safety of students and staff yet are beyond the scope of our available project funds. Students and staff will benefit from this project by enhancing the learning environment through improved and regulated air quality; the replacement of the roof will prevent the current water infiltration with potential bacterial growth.

3. Describe how the existing facility plan does not and the proposed amendment does meet the following goals of the SBA as described in WV Code §18-9D-16:

a. Student health and safety including, but not limited to, critical health and safety needs

The leaking roof is causing mold in ceiling tiles and within the building. The roof leaks above the special education camera system in the middle/high school. Failure to maintain this equipment is a violation of the special education video policy. In addition, the leaks may cause slick places and possibly causing physical injury. The inconsistency of the HVAC/controls of the existing systems may cause air quality issues. Sporadic temperatures could affect the learning environment for students.

b. Economies of Scale, including compatibility with similar schools that have achieved the most economical organization, facility use, and pupil-teacher ratios

Not Applicable

c. Reasonable Travel Time and practical means of addressing other demographic considerations

Not Applicable

d. Multi-County and regional planning to achieve the most effective and efficient instructional delivery system

Not Applicable

e. Curriculum improvements and diversification, including the use of instructional technology, distance learning and access to advanced courses in science, mathematics, language arts, and social studies

f. Innovations in Education

Not Applicable

g. Adequate Space for projected student enrollments

Not Applicable

h. The history of efforts taken by the LEA to propose or adopt local school bond issues or special levies to the extent constitutionally permissible

No current levy or bond issue in place

i. Regularly scheduled preventive maintenance

Replaced roofing will reduce the number of repairs needed for both buildings. In 2025, ceiling tiles were replaced frequently due to water damage. The tiles quickly mildewed and molded, causing health concerns. The replacement of the existing HVAC system will reduce the number of repairs needed. The county has a scheduled maintenance routine in place.

j. How the project will assure the prudent and resourceful expenditure of state funds and achieve the purposes of this article for constructing, expanding, renovating or otherwise improving and maintaining school facilities for a thorough and efficient education

These projects are regular maintenance to buildings that are in good condition and essential to serving the students in our county.

E. SUBMISSION OF REVISED CEFP PAGES

List the page numbers changed in the CEFP by this amendment, attach the altered pages to this form, place the revision date (revised [date]) on the bottom right hand corner of each revised page, and submit one copy to both the SBA and the WVDE. If additional pages are required, use the page number from the preceding page in the CEFP and add successive letters, i.e., 47, 47a, 47b, 48.

16.3 Translating Educational Needs

18 Financing Plan

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FOR WVDE AND SBA USE ONLY

WVDE Signature: \_\_\_\_\_

SBA Signature: \_\_\_\_\_

WVDE Approval Date: \_\_\_\_\_

SBA Approval Date: \_\_\_\_\_



## PENDLETON COUNTY SCHOOLS

125 N. Main Street · PO Box 888  
Franklin, WV 26807  
Phone: 304-358-2207 · Fax: 304-358-2936  
[www.pendletoncountyschools.com](http://www.pendletoncountyschools.com)

October 20, 2025

President L. Paul Hardesty and members  
West Virginia School Board of Education  
1900 Kanawha Boulevard East  
Building 6, Suite 600  
Charleston, WV 25305-0330

Dear President Hardesty and Board Members:

The Pendleton County Board of Education is requesting that our Comprehensive Educational Facility Plan be considered for approval by your board. The Pendleton County Board of Education approved the updates at our October 7, 2025 board meeting. Attached is the updated plan with the required documents.

Your consideration for this request is greatly appreciated.

Sincerely,

A handwritten signature in blue ink that reads "Nicole M. Hevener". The signature is written in a cursive style.

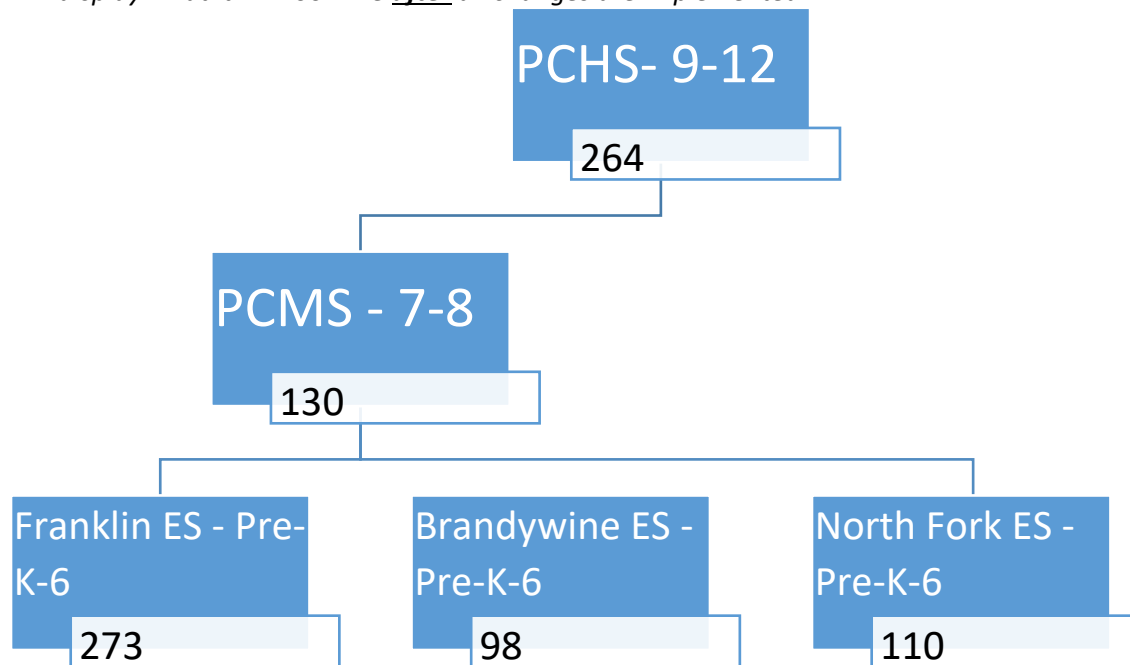
Nicole M, Hevener  
Superintendent

**Pendleton County**

100.016.3 Translating Educational Needs into Facility Needs

A. A Feeder School Summary Report

**Instructions:** For each High School Attendance Area within the county, complete a new chart to display what it will look like **after** all changes are implemented.



B. A feeder school summary report narrative

*In coordination with the feeder school summary, compile a list alphabetically by high school attendance area to provide an analysis of feeder schools and any systematic changes that are proposed to occur in the next planning cycle. Provide the facility name, whether it's a re-designation or a closure and the date of the change below for each High School Attendance area.*

*Pendleton County High School Attendance Area*

<b>Facility Name</b>	<b>Re-designation/Closure</b>	<b>Proposed Date Change</b>
<b>Same as above</b>		

## C. A High School Attendance Area Facility Report

Compile a list alphabetically by high school attendance area to provide an analysis of necessary and proposed improvements in each community. Mark all that apply with an X for each school. Add columns for each additional school. There are separate charts for each school type.

**Pendleton County High School Attendance Area**

<b>Building Use</b>	<b>Pendleton County Middle-High School</b>
Functional School	
Continued School	X
Closed School	
Transitional School	
New School (Replacement)	
Consolidated School	
<b>Building Improvements</b>	
New Construction (Addition)	
Site Improvements	X
Building Repair	X
Building Envelope Renovation (New Comp)	
Interior Remodeling (Sp Imp)	X
New Interior Finishes	X
Window Replacement	X
Doors & Frame Replacement	X
Plumbing Renovations	X
Heating/Ventilation Improvement	X
Air Conditioning	X
Special Use Space Improvements (Technology, Media etc.)	X
Roof Repair	X
Accessibility Improvements	X
Health & Safety Improvements	X
Furnishing & Equipment Improvements	
Portable Replacement	

<b>Building Use</b>	<b>Brandywine Elementary</b>	<b>Franklin Elementary</b>
Functional School		
Continued School	X	X
Closed School		
Transitional School		
New School (Replacement)		
Consolidated School		
<b>Building Improvements</b>		
New Construction (Addition)		
Site Improvements	X	X
Building Repair	X	X
Building Envelope Renovation (New Comp)		
Interior Remodeling (Sp Imp)	X	X
New Interior Finishes	X	X
Window Replacement	X	X
Doors & Frame Replacement	X	X
Plumbing Renovations	X	X
Heating/Ventilation Improvement	X	
Air Conditioning	X	
Special Use Space Improvements (Technology, Media etc.)	X	X
Roof Repair	X	X
Accessibility Improvements		X
Health & Safety Improvements	X	X
Furnishing & Equipment Improvements		
Portable Replacement		

<b>Building Use</b>	<b>North Fork Elementary</b>
Functional School	
Continued School	X
Closed School	
Transitional School	
New School (Replacement	
Consolidated School	
<b>Building Improvements</b>	
New Construction (Addition)	
Site Improvements	X
Building Repair	X
Building Envelope Renovation (New Comp)	
Interior Remodeling (Sp Imp)	X
New Interior Finishes	X
Window Replacement	X
Doors & Frame Replacement	X
Plumbing Renovations	X
Heating/Ventilation Improvement	
Air Conditioning	
Special Use Space Improvements (Technology, Media etc.)	X
Roof Repair	X
Accessibility Improvements	X
Health & Safety Improvements	X
Furnishing & Equipment Improvements	
Portable Replacement	

Total Estimated Expenditures in This Attendance Area: **\$ 7,159,876 (prioritized projects)**

*NOTE: Complete a series of charts for each High School Attendance Area*

D. A countywide facility classification

List each facility within the county and its classification per the Building Review and Recommendation Report of this document.

Facility Name	Classification	If Transitional, Describe Future Use
Pendleton County Middle – High School	P	
Brandywine Elementary	P	
Franklin Elementary	P	
North Fork Elementary	P	

School Classification Categories:

**P = Permanent** A School facility that is to be utilized throughout the ten-year planning period without a change in its present use or grade configuration.

**T = Transitional** A school facility that is projected to be utilized throughout the ten-year planning cycle but will experience a change in its configuration or use.

**F = Functional** A school facility that is projected for closure between the fifth and tenth year during the ten-year planning period

**C = Closure** A school facility that is projected for closure before the fifth year of the ten-year planning period.

E. School Safety

Provide a school access safety repair and renovation schedule for each school.

School	Repair / Renovations	Budgeted Cost	Anticipated Completion
Pendleton County MS- HS	Access Control Door/Hardware	932,500	2021
	Safe School Entrance	70,000	2022
Brandywine Elementary	Access Control Door/Hardware	16,500	2023
North Fork Elementary	Safe School Entrance	43,750	2024
	Access Control Door/Hardware	55,000	2026

## F. Project Priority List

Provide a prioritized list of projects from the facility recommendations above. Also include a ten-year timeline to indicate the anticipated completion of each of these projects.

Priority	Facility Name	Project Name	Budgeted Cost (\$)	Anticipated Completion (YR)	
<b>1</b>	<u>Brandywine ES</u>	<u>HVAC and Roof</u>	<u>1,419,298</u>	<u>2026</u>	
		Exterior Doors	16,500	2022	
	Franklin ES	Exterior Canopy	160,000	2022	
		HVAC Controls	505,440	2022	
	North Fork ES	Safe School Entrance	43,750	2022	
		Site Work	19,200	2022	
		Exterior Doors	55,000	2022	
		Fire Alarm System	52,978	2022	
		Exterior Canopy	60,000	2022	
		<u>Pendleton MS/HS</u>	<u>Roof</u>	<u>1,419,298</u>	<u>2026</u>
		Safe School Entrance	70,000	2022	
		Exterior Door Replacement	932,500	2022	
		Lighting Upgrades	409,610	2022	
	<b>2</b>	Brandywine ES	Comm/Technology	165,846	2026
			HVAC Controls	829,230	2026
		Fire Alarm System	69,103	2026	
		Wood Gym Floor	112,500	2026	
Franklin ES		Site Work	63,600	2026	
		Roof Insulation	96,800	2026	
		Gym Expansion	225,000	2026	
North Fork ES		Replace Windows	72,000	2026	
		Roof Replacement	896,160	2026	
		Lighting Upgrades	404,749	2026	
Pendleton MS/HS		Replace Windows	201,300	2026	
		Interior Doors	630,000	2026	
		Fire Alarm System	204,805	2026	
		Toilet Upgrades	360,000	2026	
<b>3</b>		Brandywine ES	Lighting Upgrades	138,205	2030
	Franklin ES	Corridor Wall Cover	16,000	2030	
	Pendleton MS/HS	Ext Masonry Repairs	31,200	2030	
		PE Classroom Floor	314,400	2030	
		Floor Finishes	4,000	2030	
	<b>Total</b>		<del>7,159,876</del> <u>\$9,998,471</u>		

Use additional rows if necessary.

**Pendleton County**

100.018 Financing Plan

*The estimated costs for implementing all projects and improvements identified in the CEFP along with the Cost Improvement Summary shall be utilized in the development of the following finance plan.*

**Instructions: Please complete Section B and utilize the total sources of funding then complete Section A & Overall Summary with the totals of funding to complete Section A.**

A. Source of Funding Summary

The charts below represent the sources identified to cover all identified project costs.

**Overall Summary of Projects**

Project Type	Cost
Elementary Schools	\$ 4,002,061 <u>+1,419,297.5 =</u> <u>5,421,358.5</u>
Intermediate Schools	\$
Middle – High School	\$ 3,157,815 <u>+1,419,297.5 =</u> <u>4,577,112.5</u>
Middles Schools	\$
High Schools	\$
New Schools	\$
<b>TOTAL</b>	<b><u>\$ 7,159,876</u> <del>-\$9,998,471</del></b>

*Instructions: Please provide the funding sources and totals. Please document this for all of the following funding sources: Local bonding capacity and unencumbered potential, Excess levy funds, Federal aid funds, Sale of abandoned school sites and buildings, State funds (including SBA), Permanent improvement funds, Performance-based contracting and Lease-purchase arrangement.*

**Funding Source: Local, SBA NEEDS, SBA M.I.P.**

**Funding Source Total: ~~\$ 7,159,876~~ -\$9,998,471**

Fiscal Obligations

<b>Outstanding Bond Indebtedness</b>	<b>Total Obligation</b>	<b>As of Date</b>	<b>Amount encumbered Annually</b>	<b>Maturity date(s)</b>
NA	\$			
	\$			
	\$			

<b>Outstanding Levy Indebtedness</b>	<b>Total Obligation</b>	<b>As of Date</b>	<b>Amount encumbered Annually</b>	<b>Renewal date(s)</b>
NA	\$			
	\$			
	\$			

<b>Outstanding Contracts (Lease Purchase, Performance Based, Cert. of Participation)</b>	<b>Total Obligation</b>	<b>As of Date</b>	<b>Amount encumbered Annually</b>	<b>Maturity date(s)</b>
2017 Pendleton Cty MS-HS & Brandywine El. HVAC SBA MIP	\$642,353			2019
2018 Pendleton Cty MS-HS & N Fork El. HVAC & Roofing SBA NEEDS	\$8,562,722			2021
2019 Brandywine Elementary Roof Replacement Gym	\$ 50,600			2021
	\$			
	\$			



Franklin Elementary HVAC Positive Air Control System						505,440		505,440
Franklin Elementary Exterior Canopy						160,000		160,000
Franklin Elementary Site Paving				63,600				63,600
Franklin Elementary Roof Insulation						96,800		96,800
Franklin Elementary Gym Expansion						225,000		225,000
Franklin Elementary Corridor Wall Covering				16,000				16,000
North Fork Elementary Safe Schools Entrance						43,750		43,750
North Fork Elementary Site Paving				19,200				19,200
North Fork Elementary Exterior Doors Replacement						55,000		55,000

North Fork Elementary Fire Alarm System						52,978		52,978
North Fork Elementary Canopy						60,000		60,000
North Fork Elementary Window Replacement						72,000		72,000
North Fork Elementary Roof Replacement						896,160		896,160
North Fork Elementary Lighting Upgrades						404,749		404,749
<b>Middle School</b>								<b>Total MS</b>
<b>High School</b>								<del><b>\$ 3,157,815</b></del>
<b>Subtotal</b>								<u><b>4,577,112.5</b></u>
<u>Pendleton County MSHS Roof</u>				<u>75,000</u>	<u>1,344,297.5</u>			<u>1,419,297.5</u>
Pendleton County MS-HS Safe School Entrance						70,000		70,000
Pendleton County MS-HS Exterior Doors Replacement						932,500		932,500
Pendleton County MS-HS						409,610		409,610

Lighting Upgrades								
Pendleton County MS-HS Window Replacement						201,300		201,300
Pendleton County MS-HS Interior Doors Replacement						630,000		630,000
Pendleton County MS-HS Toilet Upgrades						360,000		360,000
Pendleton County MS-HS Fire Alarm Replacement						204,805		204,805
Pendleton County MS-HS PE Classroom Floor Replacement						314,400		314,400
Pendleton County MS-HS Exterior Masonry Repointing				31,200				31,200
Pendleton County MS-HS Replace Floor Finishes				4,000				4,000
<b>Total All Locations</b>				<b><u>332,103</u></b> <b><u>482,103</u></b>	<b><u>2,688,595</u></b>	<b>6,827,773</b>		<b><u>\$ 7,159,876</u></b> <b><u>\$9,998,471</u></b>

C. Multi-County Project Information - **NA**

*If a proposed project benefits more than one county in the region, provide the manner in which the cost and funding of the proposed project shall be apportioned among the counties.*

*If more than 2 Counties benefit, please insert a Cost and Funding Source column for each subsequent county.*

School Name	County 1 Cost	Funding Source	Count 2 Cost	Funding Source	Total Cost
					\$
					\$
					\$
<b>TOTAL</b>					\$

D. Additional Information: *(no action required)*

While county financial conditions and bonding efforts will be considered and are strongly encouraged, they will not be the sole factors in determining eligibility for school projects to be funded, wholly or partially, by the SBA. Likewise, economies of scale, while an important aspect of efficiency and sound financial planning, should not be a deterrent for county school systems to seek funding from the SBA and shall not be a sole determining factor in awarding funding.

E. An accurate financial plan and proposed budget shall be required any time building projects are considered.

Reference the attached project priorities list in Phase II 100.016.3 for the complete list of prioritized projects. The funding source(s) noted above will change over the CEFP cycle. Reviewing the prioritized list of projects for selection of funding sources will continue through the ten year CEFP cycle.