

Facilities

Historical Background

The building that currently houses Our Lady of Victories School is primarily a masonry structure, with brick façade. It is located between the Church and the Rectory and is three stories high with a “footprint” of approximately 7100 square feet (sf). The original school building, about 4600sf, was constructed in 1930. In 1960, an expansion of just under 2500sf was added. The school building is architecturally compatible with all of the other Parish buildings. It contributes significantly to the positive impression presented to all who pass by the Our Lady of Victories Parish complex, which borders on a heavily traveled County Road (i.e. Main Street, Sayreville).

Students in Grades Pre-School/Pre-K through 8 are educated at Our Lady of Victories. The third floor houses classrooms (upper grades) as well as the Faculty Room while the second floor is entirely classrooms. The first (ground level) floor accommodates the Principal’s Office, Pre-School/Pre-K, the Music Room, the Computer Lab, the Science Lab, the Nurse’s Room, Administration Offices and the Boiler Room. The interior hallways are covered throughout with students’ projects and artwork in addition to large painted murals of fictional characters and scenery which children (and all who are young at heart) enjoy.

The primary use of the School Building is educating students during standard school hours throughout the school year. Related “after school” activities (e.g. student committees) also take place in the School as needed. In addition, during the regular school year the Building is used two (late) afternoons and evenings each week for CCD classes. There are no arrangements for “third party” rental of space within this Building.

Physical Plant

Two additional facilities on Parish property also serve the needs of Our Lady of Victories School students. First, with a footprint of just under 12,500sf, Monsignor Dalton Hall (aka the Parish Center) is a two story masonry/brick façade structure. The gymnasium/stage area, occupying the entire second floor, is where Physical Education classes are held and concerts and plays are presented. The first (ground level) floor houses a large meeting room (with kitchen facilities) and several smaller meeting areas. The large area serves as the lunchroom with one of the smaller areas serving as the Library. The large area is also used for HSA meetings, parent/teacher conferences, and similar school related gatherings. In addition to the use of Monsignor Dalton Hall for these various School activities, Monsignor Dalton Hall is also widely used by all parish groups for their respective functions.

The other additional facility on Parish property which also serves students' needs is a free-standing modular trailer unit in the parking lot behind the School which is provided (and maintained) by Middlesex County for special need students.

With few exceptions, the utility systems within the School Building were installed at the time of the building's original construction. The current main boiler unit was installed at the time (reportedly around 1997) that the fuel source was converted from oil to gas.

Also, the primary/entry electrical service has been upgraded over time by replacing and adding panels as required. There is no infrastructure to provide cooling other than natural ventilation (i.e. open windows). The plumbing system has received routine and/or breakdown maintenance since its original installation with isolated replacements where required, such as the hot water heater. With the fairly recent need to provide infrastructure to accommodate technology (computer) requirements, the related wiring is

often run exposed due to the Building's type (masonry) of construction. Also, since this wiring was mostly installed by volunteers over a period of time, it is sometimes extremely difficult to troubleshoot related operational problems. For these reasons, consideration is being given to replacing this "hard wired" network with a wireless (Wi-Fi) network.

Building and Grounds Maintenance

Routine maintenance and standard janitorial services are provided daily by a full time Parish employee who also has responsibilities for other Parish facilities, while general preventative maintenance is essentially limited to painting and caulking activity during the summer months. In addition, routine preventative exterminating services are provided monthly under outside contract. Exterior grounds maintenance is also performed under a contract and includes weekly grass/shrub cutting and trimming during the growing season. In addition, this contract service provides general Spring and Fall cleanup as well as snow/ice removal as required during the Winter months. All maintenance activities are ultimately overseen by staff in the Pastoral Center, although the full time employee responds directly to the School Principal on day to day needs. Our Lady of Victories School does not have a Building and Grounds Committee to oversee these activities.

Future Plans

The Parish is in the midst of a Capital Campaign the scope of which includes a number of items of work associated with the School Building. The most significant item for the School is replacement of the roof. Prior to removal of the existing roofing materials they will need to be tested for the possible presence of asbestos to satisfy

environmental regulations. Replacement of deteriorating steel lintels, which are likely associated with interior window leaks, is also within the scope of planned work. Other items included in the plan involve brick pointing and masonry repair on the Building façade as well as repairs to exterior sidewalks and steps. It has been noted by Parish staff that an oil tank which formerly served the School heating system was previously removed in accordance with related environmental requirements.

The School Building has adequate classroom space for current enrollment levels and it is believed to have adequate classroom space for future enrollment levels with the possible exception of Pre-K, particularly if and when changes in education requirements under consideration by the State of New Jersey are enacted. There is, however, additional space in other Parish buildings that might be modified to accommodate any surge in Pre-K enrollment.

Current State, Municipal and Diocesan safety standards are all met by Our Lady of Victories School. In addition, the Borough of Sayreville Fire Marshall inspects the School several times each year. As required, our “Crisis Management Plan” is on file with the Diocese and updated yearly.

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Areas of Concern

As with most organizations in present times, the largest potential downstream obstacles to accomplishing both needed and “wish list” items related to improving our facilities are financial. At a Focus Group meeting held to obtain feedback in all areas from interested Parishioners, the single significant infrastructure change suggested for our School Building was the addition of air conditioning. Participants overall were pleased with our existing facilities. Given the magnitude of the financial expenditure that would be associated with providing air conditioning and the relatively short time frame each year that it would be needed, the possibility of providing additional ceiling fans and/or positive ventilation will be reviewed as an alternative. Also, improved sealing of joints around all windows and doors will be pursued as a way of improving comfort during the heating season.

Goal

To complete all infrastructure improvements identified either as a result of this Facilities Assessment or as a result of physical inspections conducted in support of the Parish Anniversary Capital Campaign.

Objective

Eliminate the primary sources of precipitation infiltration which cause damage to the interior finishes, utility systems and structure of the School Building.

Action Steps

1. **Repair or replace, subject to funding availability, the existing roof and, as necessary, associated items (e.g. drains, gutters, coping stones, etc.)**

Action Implementation: Depending upon the funding level available, the Capital Campaign Committee will either proceed with total roof replacement (new roof should have a 20 year warranty) or localized repairs based upon contractor proposals which they solicited and received in Spring, 2009.

Time Frame: This work will be completed prior to the start of the September, 2010 school session.

2. **Repair, replace, and/or restore, as appropriate, exterior masonry/brick facade and steel masonry support lintels.**

Action Implementation: The Capital Campaign Committee will solicit and finalize contractor proposals for the scope of work required based upon inspections conducted to support that Committee's early efforts to develop a scope and budget for the overall Capital Campaign.

Time Frame: Subject to funding availability, this work will be completed prior to the start of the September, 2010 school session.

3. **Provide or replace weather stripping and caulking at all exterior openings and penetrations (i.e. windows, doors, vents, utilities, etc.)**

Action Implementation: The Capital Campaign Committee will solicit scope and cost proposals from several qualified contractors for performance of this work.

Time Frame: This work will be performed on an on-going basis, weather conditions and funding availability permitting, and will be completed no later than the start of the September, 2010 school session.

