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To: Board of Directors VI-C1

From: Randy L. Brown, Ed Poprik, and Vernon Bock

Date: August 4, 2016

Subject: District-wide Facilities Master Plan – Elementary Update

The administration has prepared the following items for discussion:

- Calendar and timeline updated to reflect the DCED Grant deadline
- Demographic process and timeline update leading to project scope matrix
- Draft evaluation matrix for project design

Calendar and Timeline

The following extended option selection calendar was presented at the July 25, 2016 Board meeting.

Aug. 22	Board Meeting	Financial and demographic update
Sept. 7	F&G Committee	
Sept. 8	CAC for Facilities	
Sept. 12	Board Meeting	
Sept. 19	Forum	Financial and demographic update
Sept. 26	Board Meeting	
Oct. 5	F&G Committee	
Oct. 10	Board Meeting	Present final project options
Oct. 13	CAC for Facilities	

Oct. 17	Forum	Discuss final project selection
Oct. 24	Board Meeting	Discuss final project selection
Nov. 3	F&G Committee	
Nov. 10	CAC for Facilities	
Nov. 14	Board Meeting	Select project options

Based on the grants awarded for Radio Park and Houserville, those projects would need to be at substantial completion by June of 2019. If Corl Street were selected as a project, this requirement would not apply to that project. Considering the aggressive timeline to meet the June 2019 deadline, the possibility of creating a staggered timeline for a potential Corl Street has been explored. This extension ranges from several months to a full year. A draft comparison of the Radio Park and Houserville timelines against a draft Corl Street timeline follows:

<u><i>Radio Park and Houserville</i></u>	<u><i>Corl Street</i></u>
Start Design: November 2016	Start Design: February 2017
Bid: Fall 2017	Bid: February 2018
Duration: 20 months construction	Duration: 18 months construction
Completion: June 2019	Completion: August 2019

Both of these timelines allow the district to meet the PA Department of Education PlanCon requirements as well.

Demographic Process leading to Decision Making

The administration continues to work with the demographer in an effort to project student enrollment in the district during the next decade. As this work continues, the final report is expected to be completed later in August. Additionally, we seek to understand the connection between changes in district enrollment compared to population growth within the Centre Region over the last several years. The total population grew by .9%, while those 17 and under grew by about 2% during the 2010 to 2014 period. During this same time period district enrollment decreased by almost 5%, as expected.

The administration and demographer will focus on the relationship between population and student enrollment, in particular the new housing development expected to occur in the district. Obviously, understanding this relationship will assist in project decision making.

Factors being considered in the school size and capacity include:

- Enrollment projections
- New programming offerings and space impacts
- Special area space designations
- Gifted Ed. space assignment
- Special education and ESL center location

The administration has drafted two matrices for Board consideration. The premise for these matrices is to assist the Board for the project decisions to be made in the master planning process. The intent of the proposed matrices is to follow a similar process followed in the high school master planning process. In fact, many of the components of the matrices have been pulled or modified from those used in the high school project. That being said, differences exist between high school and elementary master planning and project selection which necessitate modification or addition of evaluation criteria. The administration has provided this draft for your consideration with the understanding and expectation that Board members will at a minimum bring additional items to the table discussion for consideration.

The first matrix is proposed for Project Scope selection. This is designed to assist in the evaluation of project scope to include number and size of building projects. The second matrix would assist in the project design process (detailed in an attachment.)

Project Scope Matrix

The Project Scope Matrix will need refinement and indicate weighting according to Board prioritization:

- School Size
- Services: Special program classroom allocation

- Operating Costs
- Project Costs
- Impact of redistricting
- Student transportation travel time
- Student walkability/neighborhood school
- Professional Learning Component.

Both of these matrices have been reviewed with the Facilities and Grounds and Communications committees. These documents are in draft form and Board members should be prepared for a discussion at the Board table to further refine and evaluate these criteria.

Demographic Update leading to School Size/Capacity Discussion and Project Matrices

Demographic Process

To date:

- District provided four-year historical student enrollment detail
- Demographer and district obtained proposed development plan data from municipal planning offices
- District spoke to several individual developers
- District reviewed previous demographic projections compared to actual enrollment results
- District reviewed population growth over recent years
- Growth in district/region despite district enrollment static/declined

Future steps:

- District will review draft report from demographer
- District will seek assistance from regional municipal planning offices
- District will analyze facility classroom capacity compared to student enrollment in demographic projections
- Analysis will include current classroom capacity related to future capacity taking into account future programming needs

School Size/Capacity Factors:

- Enrollment projections
- New programming space designation
- Special areas space designation
- Gifted Ed. Space assignment
- Special education and ESL centers

Project Scope Matrix

- School Size
- Services: Special area classroom allocation
- Operating Costs
- Project Costs
- Impact of redistricting
- Student transportation travel time
- Student walkability/neighborhood school
- Professional Learning Component

Project Design

Evaluation of project design would be based on the District's Four Pillars of Instructional Focus and Project Goals for the district-wide facility master planning for elementary building updates.

“Four Pillars”

- Culture of trust, relationships and collaboration
- Responsive teaching and learning
- High expectations for all
- Welcoming and safe climate for learning and work

Project Goals:

- Comparable Buildings and Programs in Elementary Schools
- Sustainability and energy efficiency
- Program Flexibility
- Long term attendance boundary stability

Evaluation Matrix for project design includes:

Safety and Security
Educational Model
Site & Location
Cost
Constructability
Sustainability & Environment

Project Scope Matrix

Goal: Evaluate and Select Facility Project Scope (Size and Quantity)

	Weight 1=low, 5=high	Score 1=low, 5=high	Weighted Score
School Size			0
Services: Special area classroom allocation			0
Operating Costs			0
Project Costs			0
Impact of redistricting			0
Student transportation travel time			0
Student walkability/neighborhood school			0
Professional Learning Component			0

Evaluator _____

Process:

Each Board member would enter weight and score.

Individual weighted scores for be added together for Total Board score.

Project Design Matrix

Goal: Provide a tool to systematically evaluate and select project(s)

	Criterion Score 1=low 5=high	Criterion Weight 1=low 5=high	Criterion Weighted Score
Safety and Security			
Limit number of access points to buildings			0
Limit number of unsupervised areas			0
Improve traffic control - eliminate mixing of car and bus traffic			0
Restrict unauthorized building and campus access			0
Locate combined shared/community and learning spaces near access points			0
Provide secure outside spaces (learning and playing)			0
Category Total			0
Caetegory Weighted Total			0
Educational Model			
Increase frequency of interactions between small groups of students, teachers, and staff			0
Provide spaces for collaboration in small groups			0
Provide private areas for confidential meetings			0
Provide flexibility to regroup students within the day			0
Provide flexibility to adapt the educational model in future			0
Potential to use educational spaces beyond the regular school day			0
Provide space for collaboration in large groups			0
Provide space for program outside of regular education			0
Category Total			0
Caetegory Weighted Total			0
Site & Location			
Sufficient vehicular traffic controls and accommodations for parent pick up and drop off			0
Accommodate student walkers and bikers			0
Appropriate location for student demographics			0
Ample space for future expansion			0
Easy access to administration and resource teams (e.g. health professionals, student assistance, social services)			0

Project Design Matrix

Goal: Provide a tool to systematically evaluate and select project(s)

Appropriate acoustics
 Minimize footprint of the building (minimize impervious area)
 Abundant, diffuse natural light in all learning spaces
 Environmentally sustainable (minimizes use of natural resources)
 Attractive facility with good aesthetics
 Category Total
 Caetegory Weighted Total

Category Weight	Criterion Score 1=low 5=high	Criterion Weight 1=low 5=high	Criterion Weighted Score
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0

Draft

Project Design Matrix

Goal: Provide a tool to systematically evaluate and select project(s)

	Criterion Score 1=low 5=high	Criterion Weight 1=low 5=high	Criterion Weighted Score
Safety and Security			
	20%		
Limit number of access points to buildings		4	0
Limit number of unsupervised areas		4	0
Improve traffic control - eliminate mixing of car and bus traffic		3	0
Restrict unauthorized building and campus access		2	0
Locate combined shared/community and learning spaces near access points		3	0
Provide secure outside spaces (learning and playing)		2	0
Category Total			0
Caetegory Weighted Total			0
Educational Model			
	20%		
Increase frequency of interactions between small groups of students, teachers, and staff		3	0
Provide spaces for collaboration in small groups			0
Provide private areas for confidential meetings			0
Provide flexibility to regroup students within the day			0
Provide flexibility to adapt the educational model in future			0
Potential to use educational spaces beyond the regular school day			0
Provide space for collaboration in large groups			0
Provide space for program outside of regular education			0
Category Total			0
Caetegory Weighted Total			0
Site & Location			
	10%		
Sufficient vehicular traffic controls and accommodations for parent pick up and drop off			0
Accommodate student walkers and bikers			0
Appropriate location for student demographics			0
Ample space for future expansion			0
Easy access to administration and resource teams (e.g. health professionals, student assistance, social services)			0

Project Design Matrix

Goal: Provide a tool to systematically evaluate and select project(s)

Appropriate acoustics
 Minimize footprint of the building (minimize impervious area)
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 Environmentally sustainable (minimizes use of natural resources)
 Attractive facility with good aesthetics
 Category Total
 Caetegory Weighted Total

Category Weight	Criterion Score 1=low 5=high	Criterion Weight 1=low 5=high	Criterion Weighted Score
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
100%			0

Draft