

**FACILITIES**

New

**SUBJECT: Facilities Master Plan**

The Governing Board recognizes the importance of long-range planning for school facilities in order to help meet the changing needs of district students and to help ensure that resources are allocated in an efficient and effective manner. To that end, the Board directs the Superintendent or designee to develop and maintain a master plan for district facilities.

The plan shall describe the district's anticipated short- and long-term facilities needs and priorities and shall be aligned with the district's educational goals.

**Process for Developing and Updating a Master Plan for District Facilities**

To solicit broad input into the Facilities Master Plan, an inclusive and collaborative planning process shall engage, at a minimum, Facilities Planning staff, School Site Administration, School Site Councils, Superintendent's Council, and the Board of Trustees. As needed, the Superintendent or designee may engage City of San Jose or Santa Clara County planning commission(s) or agency(ies).

The process shall adopt a methodical workflow for planning, recommendation and approval, including at a minimum the following:

**1. Existing Planning Analysis**

Identification and dissemination of plans, reports and studies of past planning initiatives, to ascertain themes, issues and projects that were identified, prioritized, and either implemented or deferred. Those plans, reports and studies may include the District's Strategic Plan, Demographic Study, Academic Master Plan, Educational Specifications, Facilities Master Plans, ADA Transition Plans, facilities condition and infrastructure studies, and project priority lists approved by School Site Councils.

**2. School Site Council Engagement**

Review of plans, reports and studies by Site administration and School Site Councils. School Site Councils will meet with facilities master planning staff and/or consultants to provide input into the updated Master Plan for their school site.

**3. Superintendent's Council Engagement and Approval**

Review of plans, reports and studies provided to School Site Councils. Superintendent's Council will meet with facilities master planning staff and/or consultants to provide input into the updated Master Plans. Updated draft Master Plans will be presented by Site Administration, Facilities Planning staff and/or consultants for review and approval.

**4. Board of Trustees Approval**

Upon approval by Superintendent's Council, the Superintendent or designee shall present and recommend approval of the updated Facilities Master Plans by the Board of Trustees.

Second Reading