

PK-12 Public Educational Facilities Master Plan Evaluation Checklist

Educational Facility Planning Improves Schools, Ensures Equity, and Saves Money.

Proper planning of school facilities is critical for all school districts no matter how large or small, whether major construction is in the works or the district is managing enrollment declines. When school districts properly plan for their school facilities, they have better schools, more equitable facilities, and higher value for public spending. This evaluation checklist was designed for superintendents and school boards that are called on to develop or sign off on plans, but who generally may not have extensive experience with educational facility planning. It can also help community members more effectively participate in educational facility planning.

An Educational Facilities Master Plan is a written document that describes the school district's real estate and capital improvement requirements and its strategy and school specific plans for meeting these requirements over a 6-10 year period. On the real estate side, educational facility master plan elements will address the space needs for schools, administration and logistics, including proposed site selection, school closings and consolidations, attendance boundary changes, leasing, joint use and co-locations. On the capital improvement side, educational facility master plan elements will include: the justification, scope, schedule and estimated cost for major repairs, modernization and new construction.

Complete this evaluation checklist by reading each standard and rating your district/school based on the standard. This checklist is a companion to an evaluation guide that has a comprehensive definition for each standard and provides indicators for each standard. The evaluation guide can be found at www.21CSF.org on the publications page. Contact us at info@21csf.org with questions or suggestions.

PK-12 EDUCATIONAL FACILITIES MASTER PLAN EVALUATION CHECKLIST

Standard	Rating (1-10)
The facilities planning was INQUIRY BASED and engaged the PUBLIC .	
The VISION in the Facilities Master Plan inspires the school district, its community and its children, families and neighborhoods.	
The Facility Master Plan advances and supports HIGH QUALITY PUBLIC SCHOOLS , not just school buildings.	
The Facilities Master Plan will make a major contribution to securing VIBRANT AND SAFE NEIGHBORHOODS .	
The Facility Master Plan is a COMPLETE AND COMPREHENSIVE plan for all of the community's public schools.	
The Facility Master Plan is based on data that is ACCURATE and the information is clear and readily accessible to the public.	
The Facility Master Plan is COORDINATED with the plans and initiatives of other community agencies, as well as with initiatives within its own system.	
The Facility Master Plan proposes a FAIR AND EQUITABLE distribution of space and capital funds and sets priorities for schools and neighborhoods with the greatest needs.	
The Facility Master Plan is MANAGEABLE by the school district and FEASIBLE within the time, cost and scope of objectives described.	
Total Points	