

FACILITIES MASTERPLAN

Education Code 17717.5 requires districts to provide a five-year plan (i.e., Tracy Joint Unified School District Comprehensive School Facilities Capital Improvement and Finance Plan, or “Plan”) for construction and rehabilitation of school facilities to the State Allocation Board when applying for funds under the State School Lease-Purchase Law of 1976. The Code of Regulations, Title 5, Section 14001 requires that educational facilities planned by school districts be master-planned to provide for maximum site enrollment. As part of the master plan, it is recommended that districts develop a timeline for reviewing the plan.

The plan shall be based on an assessment of the district’s short- and long-term facility needs, giving consideration to:

1. Current and projected school enrollments for each grade level, based on residential housing growth patterns in accordance with city/county general plans, student generation rates, and other demographic factors.
2. The district’s educational goals
3. Current and projected educational program requirements
4. Student safety and welfare
5. An evaluation of educational facilities: existing facilities, capacities, special program needs, and needs of modernization and renovation.
6. State planning standards and local zoning requirements
7. The community’s social, economic and political characteristics
8. Finance plans and estimated costs associated with meeting the district’s facility needs

The Superintendent or designee shall ensure that staff, parents/guardians, students, and business and community representatives are kept informed of the need for facilities construction or modernization.

FACILITIES MASTERPLAN

Legal Reference:

EDUCATION CODE

17717.5	Approval of applications for projects
35275	New school planning; cooperation with recreation and park authorities
39101	CDE standards and advice
39110-39120	Plans of schoolhouses, especially:
39113.5	Plan requiring accommodation for child care programs
39140-39159	Approval of plans and supervision of construction
39210-39232	Fitness for occupancy
39304.5	Relocatable structures; lease requirements

CODE OF REGULATIONS, TITLE 5

14001	Minimum standards
14030-14037	Standards, planning and approval of school facilities

UNITED STATES CODE, TITLE 42

121 01 et seq.	Americans with Disabilities Act
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CODE OF FEDERAL REGULATIONS, TITLE 28

35	New construction or alteration of existing facilities
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2/96

Adopted: 9/8/98

FACILITIES MASTERPLAN

A. Purpose and Scope

To provide guidance and direction for maintaining the “Plan” to ensure planning for construction, expansion, and rehabilitation of school facilities.

B. General

The Superintendent or designee shall develop and maintain a master plan (the Tracy Joint Unified School District Comprehensive School Facilities Capital Improvement and Finance Plan) for district facilities. This plan shall describe the district's anticipated school facilities needs and priorities. It shall also identify funding sources and timelines for building. The plan shall be reviewed at regular intervals specified within the plan.

C. Forms Used and Additional References

Comprehensive School Facilities Capital Improvement and Finance Plan “Plan”

D. Procedure

The Plan shall be reviewed on an annual basis by the Facilities Development Department staff as determined by the plan or special circumstances such as educational program changes, revisions to, or newly enacted, laws or economic changes that may impact the Plan.

Assistance from planning laboratories and private consulting firms shall be authorized when necessary to augment district staff resources.

E. Reports Required

Annual Update to Board

F. Record Retention

Current Copy of “Plan” on file in Facilities Development Department

G. Responsible Administrative Unit

Business Services

FACILITIES MASTERPLAN

H. Approved By

Assistant Superintendent for Business Services