

SALEM SCHOOL SYSTEM
Salem, Connecticut

FACILITIES PLANNING

CONCEPTS AND ROLES IN PLANNING FOR EDUCATIONAL FACILITIES

It shall be the policy of the Board of Education to plan for educational facilities. A Long-Range Capital Facilities Plan (LRCFP) will be maintained as the instrument for determining the need for new facilities or for major facility improvement. The plan will incorporate local demographics, community use of educational facilities, projected enrollments, local educational philosophies and policies, existing and planned educational programs and existing facilities.

A. Goals and Objectives of the Long-Range Capital Facilities Plan

- 1) Identify an educational need for a new facility and/or renovation to an existing facility.
- 2) Plan for a new facility and/or renovation to an existing facility.
- 3) Gain public approval for the construction and/or renovation of a facility.
- 4) Construct and/or renovate a facility.

B. Community

- 1) It is recognized that while public educational facilities are constructed primarily for public educational activities, they are owned by the public and will be made available for public use whenever that use does not adversely affect educational activities. The design of educational facilities shall take into consideration public use and make accommodations for that use wherever practical. Some of the community uses which will be considered include Town Recreation Departments, use of facilities for emergency shelters and non-profit organizations.
- 2) Community demographic information will be considered. Some of the information to be considered will include road maps with existing and planned sidewalks, maps and descriptions of existing and industrial and housing changes, population statistics and local and regional planning studies past, present, and future.

C. Enrollment

The projection of student enrollment is recognized as an essential element of the long - range plan. The Plan will be based on the best available information on present and future enrollments. Projections will be considered the best estimate at a given point in time. Given this assumption, enrollment projections will be updated annually and when new data becomes available.

- 1) The methods that may be used to predict enrollment include cohort survival, recorded births, pupils per dwelling unit and/or percentage of total population.
- 2) Some of the statistics concerning enrollment which shall be maintained include the past 5 (five) year enrollment, 5 (five) year predictions, and enrollment summaries by school for past year, present year, and next year. Other statistics to be maintained shall be public school enrollment by grade level and pupils with identified special needs by grade.

D. Educational Philosophies and Policies

To the extent that educational philosophies and policies effect facilities, they will be considered in the development of the district's LRCFP.

E. Facilities

The LRCFP will consider the capacity of existing facilities and their adequacy to house existing educational programs.

F. Financial

It is recognized by this policy that the Town has the responsibility of funding the construction of educational facilities. This policy requires that liaison be established with the town when a particular need is determined for new facilities or for improvement to existing facilities. As soon as possible after a project has been identified, an estimate of the cost will be developed and given to the Town for consideration and inclusion in the town's 5 (five) year Capital Improvement Plan.

G. Conclusions

From the LRCFP, an annual list of facility inadequacy and/or future needs shall be developed and presented to the Board of Education by the Superintendent for their consideration.

1st Reading: November 23, 1999

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