FACILITIES MASTER PLAN BP 7110

The Governing Board recognizes the importance of long-range planning for school facilities in order to address changes in student enrollment, workforce housing needs, the district's educational program, and carrying out the district's vision, mission, and goals. The Superintendent or designee shall develop, for Board approval, a master plan for district facilities which describes the district's anticipated short- and long-term facilities needs and priorities.

Plan Development

The district's facilities master plan shall be based on an assessment of the condition and adequacy of existing facilities, a projection of future enrollments, and alignment of facilities with the district's vision for the instructional program.

To solicit broad input into the planning process, the Superintendent or designee may establish a facilities advisory committee consisting of staff, parents/guardians, and business, local government, and other community representatives. The Superintendent or designee shall ensure that the public is informed of the need for construction and modernization of facilities and of the district's plans for facilities.

At least 45 days prior to completion of any facilities plan that relates to the potential expansion of existing school sites or the necessity to acquire additional school sites, the Superintendent or designee shall notify and provide copies of the plan or any relevant and available information to the planning commission or agency of the city or county with land use jurisdiction within the district. (Government Code 65352.2)

If the city or county commission or agency requests a meeting, the Superintendent or designee shall meet with the commission or agency within 15 days following the notification. Items that the parties may discuss at the meeting include, but are not limited to, methods of coordinating planning with proposed revitalization efforts and recreation and park programs, options for new school sites, methods of maximizing the safety of persons traveling to and from the site, and opportunities for financial assistance. (Government Code 65352.2)

The master plan shall be regularly reviewed and updated at least every five years or more often as necessary to reflect changes in the educational program, existing facilities, finances, or demographic data.

Plan Components

The current facilities master plan shall be posted on the district website. ~~include:~~
The facilities master plan shall include:

1. A statement of purpose, including district goals, philosophy, and related policies

2. A description of the planning process

3. Description and demographics of the community, such as economic trends, migration patterns, employment base, residential base, socioeconomic makeup, historical school enrollments, and inventory of physical resources and needs

4. A description of the educational program, such as grade-level organization, class size, staffing patterns, technology plans, special programs and support services, and other educational specifications

5. Analysis of the safety, adequacy, and equity of existing facilities and potential for expansion, including the adequacy of classrooms, school cafeterias and food preparation areas, physical activity areas, playgrounds, parking areas, and other school grounds

6. Site selection criteria and process

7. Development of a capital planning budget and identification of potential funding sources

8. Policy for reviewing and updating the plan

Planning shall ensure that school facilities meet the following minimum standards: (5 CCR 14001)

1. Are aligned with the district's educational goals and objectives

2. Provide for maximum site enrollment at school facilities

3. Are located on a site that meets California Department of Education standards as specified in 5 CCR 14010

4. Are designed for the environmental comfort and work efficiency of the occupants

5. Are designed to require a practical minimum of maintenance

6. Are designed to meet federal, state, and local statutory requirements for structure, fire, and public safety

7. Are designed and engineered with flexibility to accommodate future need

Additionally, plans for the design and construction of new school facilities shall meet the standards described in 5 CCR 14030, the California Green Building Standards Code, Title 24, Part 11 of the California Code of Regulations ("CALGreen"), the Americans with Disabilities Act (ADA) pursuant to 42 USC 12101-12213, and any other requirements applicable to the funding source and type of project.

However, plans for residential housing, which includes any building used or intended to be used by the district as a personal residence by a teacher or employee of the district, is not considered to be a "school building" and does not require approval by the Department of General Services regarding earthquake safety and/or the ADA. (Education Code 17283.5; Government Code 4454.5)

In addition, plans for the design and construction of facilities, including furnishing of such facilities, shall promote safe environments for learning and engagement in accordance with Board Policy 5142 - Safety.

To facilitate the efficient use of public resources when planning for new construction or modernization of school facilities, the district may consider designs that facilitate joint use of the facility with a local governmental agency, public postsecondary institution, or nonprofit organization.

Policy Reference Disclaimer:

FACILITIES MASTER PLAN BP 7110

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	***Description***
2 CCR 1859-1859.199	*Leroy F. Greene School Facilities Act*
24 CCR 101	*California Building Standards Code*
5 CCR 14001	*Minimum standards for school facilities*
5 CCR 14010	*Procedure for site acquisition*
5 CCR 14030-14036	*Standards, planning, and approval of school facilities*
5 CCR 2	*Definitions*
Ed. Code 16011	*Long-range comprehensive master plan*
Ed. Code 16322	*California Department of Education services*
Ed. Code 17017.5	*Approval of applications for projects*
Ed. Code 17070.10-17079.30	*Leroy F. Greene School Facilities Act*
Ed. Code 17251-17256	*CDE powers concerning buildings and building sites*
Ed. Code 17260-17268	*Plans and specifications for school facilities*
Ed. Code 17280-17317	*Field Act; approval of plans and supervision of construction*
Ed. Code 17283.5	*School building does not include residential housing*
Ed. Code 17365-17374	*Field Act; fitness for occupancy; liability of board members*
Ed. Code 17405	*Relocatable structures; lease requirements*
Ed. Code 17586	*Interior door locks*
Ed. Code 17670-17672	*Shade structures and other school projects*
Ed. Code 32100	*Professional boundaries between adults and students; safety of learning environments*
Ed. Code 35275	*New school planning; cooperation with recreation and park authorities*
Ed. Code 4454.5	*Approval of plans and specifications; exemption of residential housing*
Gov. Code 53090-53097.5	*Regulation of local agencies by counties and cities*
Gov. Code 65352.2	*Communicating and coordinating of school sites*
Gov. Code 65995.6	*School facilities needs analysis*
Gov. Code 66007	*Fees for development projects; collection deferment*
H&S Code 53570-53574	*Teacher Housing Act of 2016*
Federal	***Description***
28 CFR 35.101-35.190	*Americans with Disabilities Act*
42 USC 12101-12213	*Americans with Disabilities Act*
Management Resources	***Description***
California Department of Education Publication	*Educational Specifications: Linking Design of School Facilities to Educational Program, 1997*
California Department of Education Publication	*Guide for the Development of a Long-Range Facilities Plan, 1986*

California Department of Education Publication	*Schools of the Future Report, September 2011*
CSBA Publication	*Construction Management Task Force*
CSBA Publication	*Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, February 2010*
CSBA Publication	*Facilities Master Planning, Fact Sheet, November 2007*
Office of Public School Construction Publication	*School Facility Program Handbook, January 2019*
Office of Public School Construction Publication	*A Brief Overview of the School Facility Program, May 2016*
State Allocation Board Publication	*Public School Construction Cost Reduction Guidelines, 2000*
Website	*National Center on School Infrastructure*
Website	*CSBA District and County Office of Education Legal Services*
Website	*Department of General Services, Office of Public School Construction*
Website	*California Department of Education*
Website	*CSBA*

Cross References

Policy	***Description***
0000	*Vision*
0200	*Goals For The School District*
0400	*Comprehensive Plans*
0410	*Nondiscrimination In District Programs And Activities*
0415	*Equity*
0450	*Comprehensive Safety Plan*
0450	*Comprehensive Safety Plan*
0460	*Local Control And Accountability Plan*
0460	*Local Control And Accountability Plan*
1220	*Citizen Advisory Committees*
1220	*Citizen Advisory Committees*
1330.1	*Joint Use Agreements*
1340	*Access To District Records*
1340	*Access To District Records*
3280	*Sale Or Lease Of District-Owned Real Property*
3280	*Sale Or Lease Of District-Owned Real Property*
3311.1	*Uniform Public Construction Cost Accounting Procedures*
3311.1	*Uniform Public Construction Cost Accounting Procedures*
3311.3	*Design-Build Contracts*
3470	*Debt Issuance And Management*
3510	*Green School Operations*
3511	*Energy And Water Management*

3511	*Energy And Water Management*
3511.1	*Integrated Waste Management*
3511.1	*Integrated Waste Management*
3514	*Environmental Safety*
3514	*Environmental Safety*
3515	*Campus Security*
3515	*Campus Security*
3517	*Facilities Inspection*
3517-E(1)	*Facilities Inspection*
3517-E(2)	*Facilities Inspection*
3550	*Food Service/Child Nutrition Program*
3550	*Food Service/Child Nutrition Program*
5030	*Student Wellness*
5141.75	*Weather Safety*
5142	*Safety*
5142	*Safety*
5142.2	*Safe Routes To School Program*
5142.2	*Safe Routes To School Program*
5145.3	*Nondiscrimination/Harassment*
5145.3	*Nondiscrimination/Harassment*
5148	*Child Care And Development*
5148	*Child Care And Development*
5148.3	*Preschool/Early Childhood Education*
5148.3	*Preschool/Early Childhood Education*
6117	*Year-Round Schedules*
6141	*Curriculum Development And Evaluation*
6141	*Curriculum Development And Evaluation*
6142.7	*Physical Education And Activity*
6142.7	*Physical Education And Activity*
6145.2	*Athletic Competition*
6145.2	*Athletic Competition*
6163.1	*Library Media Centers*
6178	*Career Technical Education*
6178	*Career Technical Education*
7000	*Concepts And Roles*
7111	*Evaluating Existing Buildings*
7131	*Relations With Local Agencies*
7140	*Architectural And Engineering Services*
7140	*Architectural And Engineering Services*
7150	*Site Selection And Development*
7150	*Site Selection And Development*
7160	*Charter School Facilities*
7160	*Charter School Facilities*
7210	*Facilities Financing*

7212	*Mello-Roos Districts*
7213	*School Facilities Improvement Districts*
7214	*General Obligation Bonds*
7214	*General Obligation Bonds*
9000	*Role Of The Board*

Policy **PASADENA UNIFIED SCHOOL DISTRICT**
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