



COLUMBUS CITY SCHOOLS  
2018 FACILITIES TASK FORCE

# Internal School Work Group Screening Criteria

Presented April 27, 2018

# REMEMBERING OUR ROLES

## FACILITIES TASK FORCE

Review data and make recommendations on schools and administrative buildings for closing or changing attendance boundaries and/or grade configurations.

Provide recommendations that have a statement of rationale.

Recommendations will be based on overall balance and objectivity of factors listed in Board Policy 7105.

Issue draft report to the Board of Education by the end of August. Final report by October.

## INTERNAL WORK GROUPS

Provide the Facilities Task Force with understanding of current District environment.

Recommend process for screening based on national best-practice, local historical work, and District subject-matter expertise.

Provide qualitative and quantitative data based on criteria listed by Board Policy and requested by Task Force.

Offer opportunities for public input and provide community access to information reviewed by Task Force.

# TODAY'S AGENDA

- **PRESENTATION:** Internal School Work Group will present the criteria and screening process that can be used to determine potential recommendations by the Facilities Task Force.
- **DISCUSSION:** Facilities Task Force will discuss the initial set of criteria to be used in first phase of screening.
- **DIRECTION:** Facilities Task Force will vote on the initial set of criteria, which the Internal School Work Group will gather data on, for initial consideration.

# PROPOSED TIMELINE

<b>APRIL 12</b>	2018 Facilities Task Force Organizational Meeting	<b>X</b>
<b>APRIL 27</b>	School Work Group proposes and Task Force approves recommended criteria for initial screening of schools.	
<b>MAY 10</b>	Administrative Site Work Group proposes and Task Force approves recommended criteria for initial screening of administrative sites.	
<b>MAY 25</b>	School Work Group shares school-specific data on initial screening of all schools. Task Force has first opportunity to review Phase 1 data.	
<b>JUNE 14</b>	Administrative Site Work Group shares site-specific data on initial screening of all administrative buildings. School Work Group gives an update on Phases 2 and 3.	
<b>JUNE 29</b>	Continue discussion on the administrative site recommendations and follow up outstanding questions on data for schools.	

# VOCABULARY LISTS

Frequently-used Academic Vocabulary Words provided by Internal School Work Group:

- Alphabetical listing of common terms
- Broken up by Categories/Programmatic Uses



# SCREENING FACTORS BY PHASES

BREAKING DOWN FACTORS LISTED IN BOARD POLICY 7105

## PHASE 1 QUANTITATIVE DATA

- B. Capacity
- H. Age and Condition
- K. Student Enrollment Trends

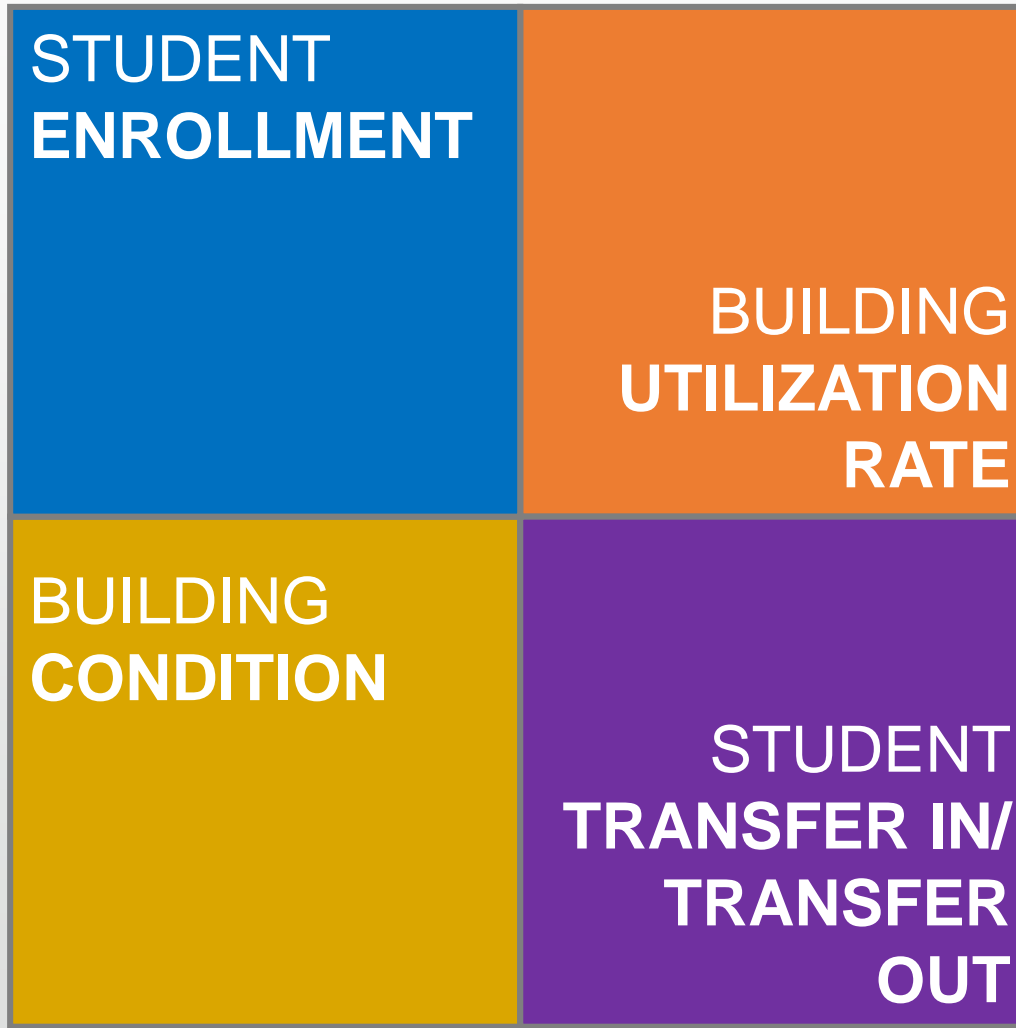
## PHASE 2 QUALITATIVE DATA

- A. Educational Program
- C. Safety and Access
- F. Diversity
- G. Accessibility
- I. Future Use
- J. Circumstance
- M. Location and Site  
Characteristics
- O. Other Variables

## PHASE 3 IMPACT DATA

- D. Relocation
- E. Burden
- L. Space to Accommodate  
Choice of  
Community Schools
- N. Ability to Maintain  
Feeder Patterns
- O. Other Variables

# PHASE 1 SCREENING CRITERIA



IMPORTANT NOTE:  
ALL BUILDINGS  
WILL BE  
SCREENED  
THROUGH  
ALL CRITERIA

# PHASE 1 SCREENING CRITERIA

Each screening has a set threshold.

**Threshold Not Met:  
CONSIDERED**

**Threshold Met:  
NOT CONSIDERED**

At the end of Phase 1, each building will have a **DATA COMPOSITE** which will be used by the School Work Group to recommend the need for additional screening before action by the Facilities Task Force.

STUDENT ENROLLMENT	BUILDING CAPACITY
BUILDING CONDITION	STUDENT TRANSFER IN/ TRANSFER OUT



# ENROLLMENT THRESHOLD

Recommended thresholds of total student enrollment:  
(numbers based on historic screenings)

ELEMENTARY:	400
MIDDLE SCHOOL:	600
HIGH SCHOOL:	800

Schools that do not meet the minimum threshold on enrollment would be **CONSIDERED**.

STUDENT  
ENROLLMENT

# MOCK ELEMENTARY ENROLLMENT

Elementary Example	Grade Range	2014 October Count	2015 October Count	2016 October Count	2017 October Count	4-Year Average Enrollment (2014-2017)
Elementary School A	K-5	425	400	399	375	399.75
Elementary School B	K-5	325	350	375	400	362.5
Elementary School C	PS-5	390	375	350	375	372.5
Elementary School D	PS-5	420	425	415	401	415.25
Elementary School E	PS-6	380	385	390	403	389.5
Ele. School Recommended Minimum	400					

**STUDENT ENROLLMENT**

# BUILDING UTILIZATION RATE

## CAPACITY:

the space available for students to be reasonably accommodated by a school building.  
(How many students can fit in the building?)

## UTILIZATION RATE:

the rate by which the school's enrollment uses the building's total capacity  
(How full is the building?)

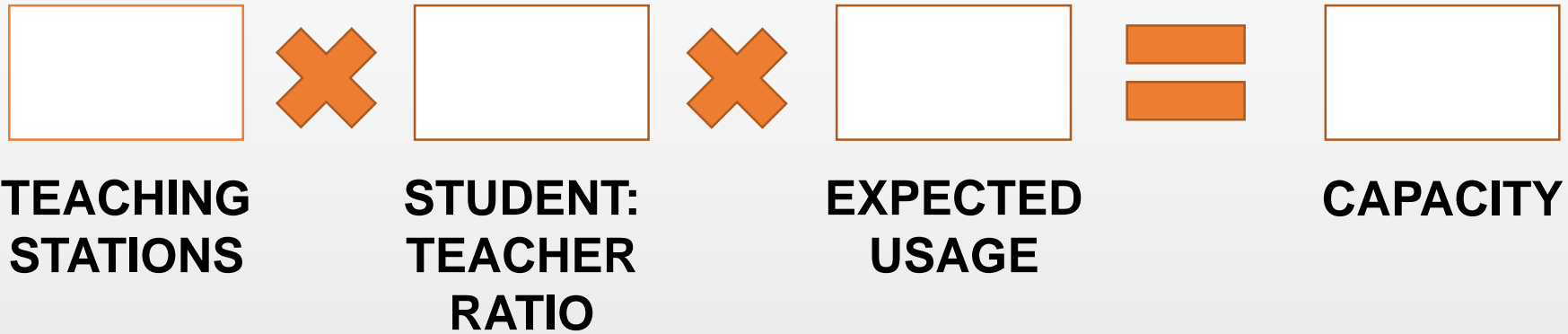
\*Council of Educational Facility Planners International (CEFPI):  
Calculating School Capacity: Local, State & National Perspectives.



BUILDING  
UTILIZATION  
RATE

# CAPACITY IN ELEMENTARY SCHOOLS

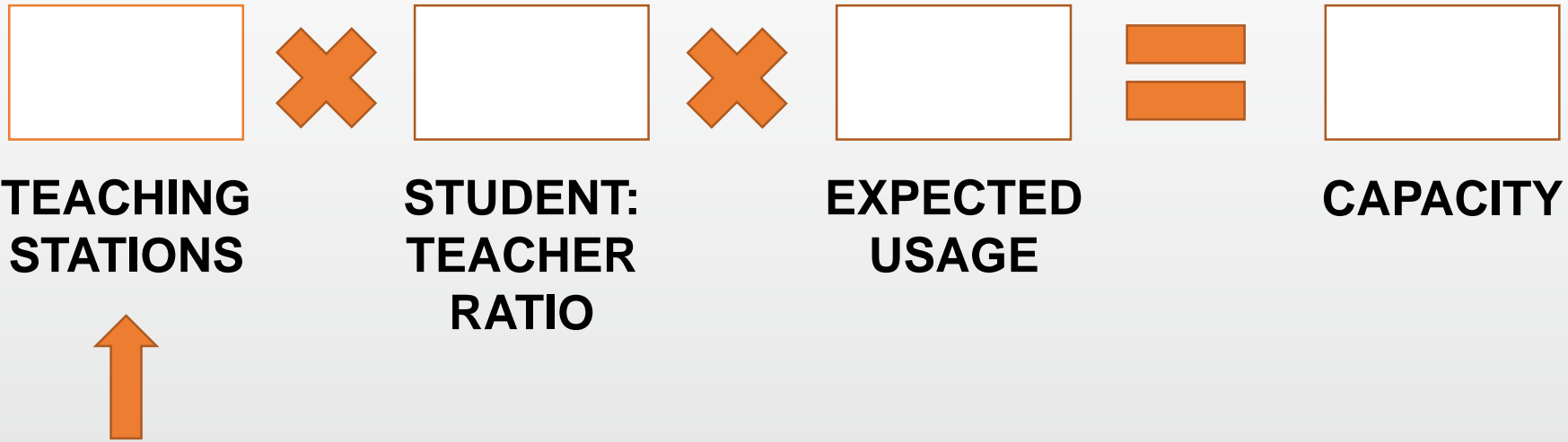
## CAPACITY FORMULA



**BUILDING  
UTILIZATION  
RATE**

# CAPACITY IN ELEMENTARY SCHOOLS

## CAPACITY FORMULA

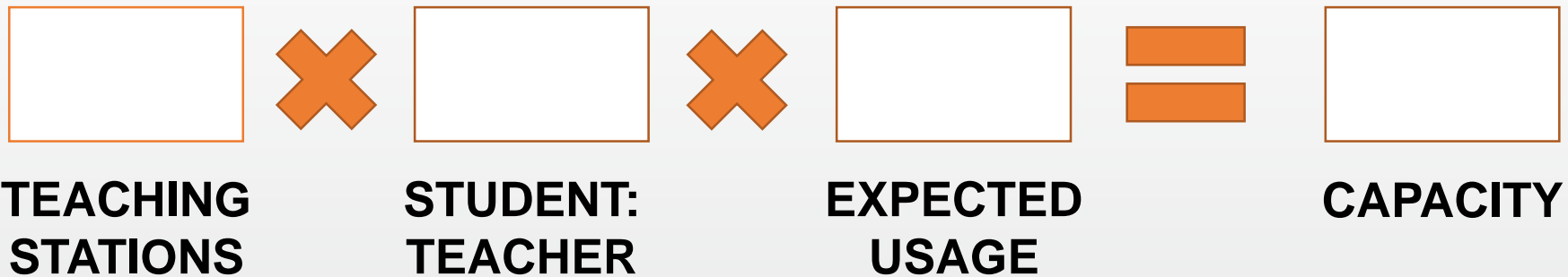


SCHOOL TYPE	WHAT COUNTS?	WHAT DOESN'T COUNT?
Elementary	Classrooms	Multipurpose Room    Cafeteria Art/Music Rooms    Media Center Special Education

**BUILDING UTILIZATION RATE**

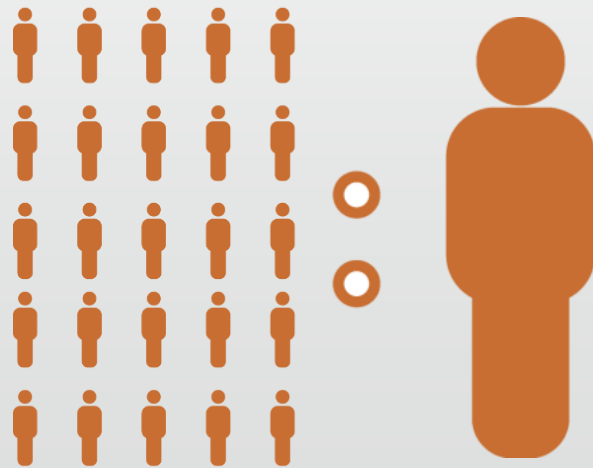
# CAPACITY IN ELEMENTARY SCHOOLS

## CAPACITY FORMULA



**25:1**

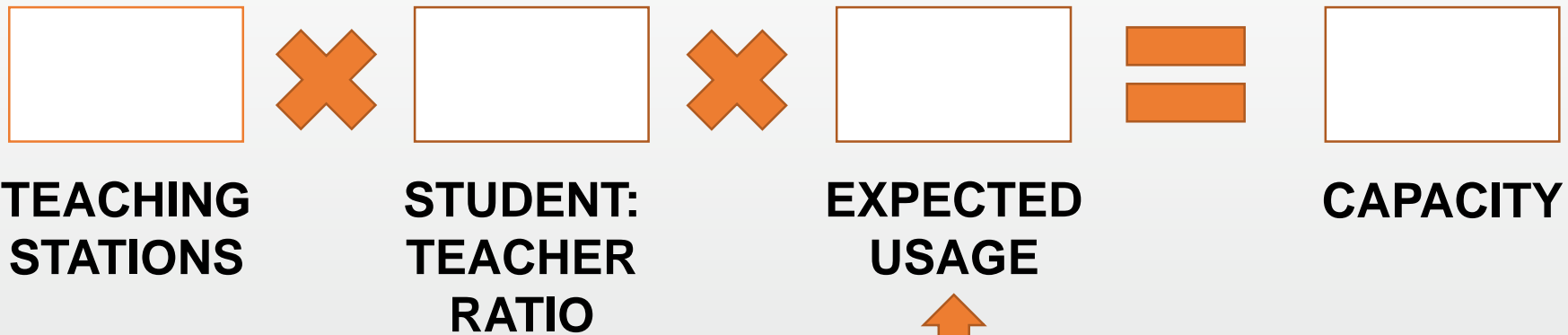
(25 students per 1 teacher) used for ALL grade levels and buildings.



**BUILDING UTILIZATION RATE**

# CAPACITY IN ELEMENTARY SCHOOLS

## CAPACITY FORMULA



**100%**

At the Elementary level, it's expected that Teaching Stations are in use 100% of the school day for teaching students who typically remain in one classroom.

**BUILDING  
UTILIZATION  
RATE**

# CAPACITY IN ELEMENTARY SCHOOLS

## CAPACITY FORMULA

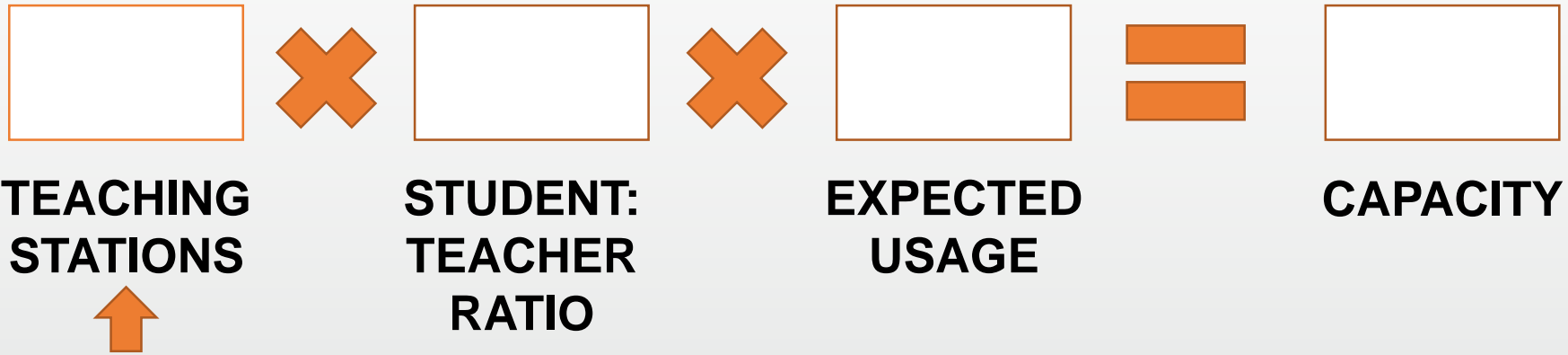
$$\begin{array}{ccccccc} \boxed{21} & \times & \boxed{25} & \times & \boxed{100\%} & = & \boxed{525} \\ \text{TEACHING STATIONS} & & \text{STUDENT: TEACHER RATIO} & & \text{EXPECTED USAGE} & & \text{CAPACITY} \end{array}$$

BUILDING UTILIZATION RATE



# CAPACITY IN MIDDLE/HIGH SCHOOLS

## CAPACITY FORMULA

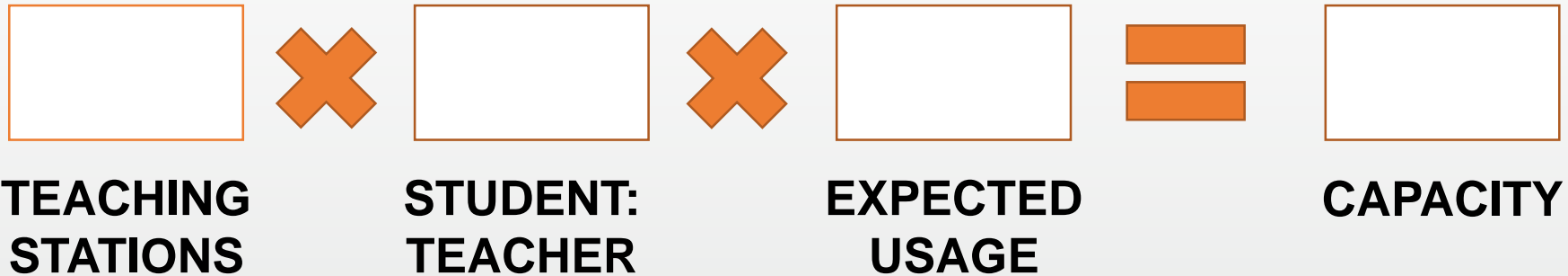


SCHOOL TYPE	WHAT COUNTS?	WHAT DOESN'T COUNT?
Middle School High School	Classrooms Science Rooms Gymnasium(s) Art & Music Computer Labs	Cafeteria Media Center Special Education Auditorium/Stage

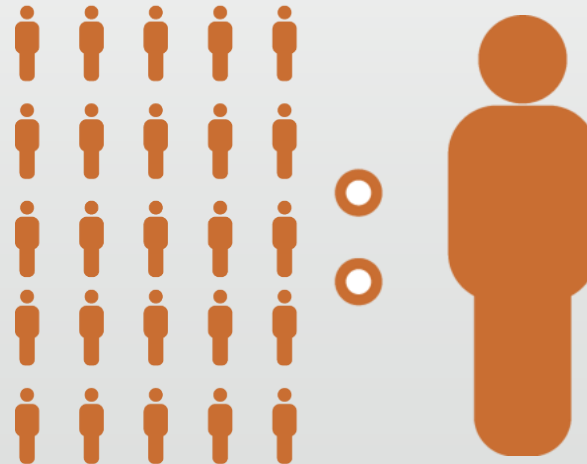
**BUILDING UTILIZATION RATE**

# CAPACITY IN MIDDLE/HIGH SCHOOLS

## CAPACITY FORMULA



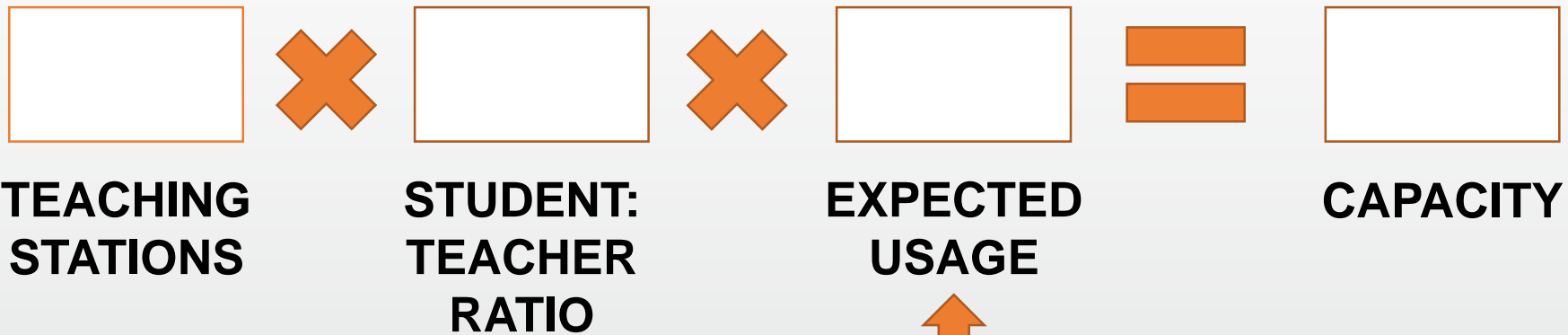
↑  
**25:1**  
UNCHANGED



**BUILDING  
UTILIZATION  
RATE**

# CAPACITY IN MIDDLE/HIGH SCHOOLS

## CAPACITY FORMULA



**85%**

At Middle and High Schools, it's expected that Teaching Stations are in use 85% of the time during a school day, as students move to different classroom spaces.

**BUILDING  
UTILIZATION  
RATE**

# CAPACITY IN MIDDLE/HIGH SCHOOLS

## CAPACITY FORMULA

$$\begin{array}{ccccccc} \boxed{32} & \times & \boxed{25} & \times & \boxed{85\%} & = & \boxed{680} \\ \text{TEACHING STATIONS} & & \text{STUDENT: TEACHER RATIO} & & \text{EXPECTED USAGE} & & \text{CAPACITY} \end{array}$$

BUILDING UTILIZATION RATE

# UTILIZATION RATE/THRESHOLD

## UTILIZATION RATE FORMULA

$$\boxed{\text{ENROLLMENT}} \div \boxed{\text{CAPACITY}} = \boxed{\text{UTILIZATION RATE}} \%$$

**WHAT WE WANT TO KNOW:** How full is the building?

What percentage does a school's student enrollment fill the building's capacity?

Schools that have a Utilization Rate **LESS THAN 90%** will be **CONSIDERED** for action.

BUILDING  
UTILIZATION  
RATE

# MOCK UTILIZATION RATE

## UTILIZATION RATE FORMULA

**500** ÷ **525** = **95** %

ENROLLMENT                      CAPACITY                      UTILIZATION RATE

**600** ÷ **525** = **114** %

**400** ÷ **525** = **76** %

BUILDING  
UTILIZATION  
RATE

# BUILDING CONDITION

- 46 school buildings have been completely renovated or replaced since 2000 through our **Facilities Master Plan** and serve approximately 40% of total students.
- 64 **Legacy Buildings**, with an average age of more than 65 years old, serve the remaining 60% of students.

BUILDING  
CONDITION

# BUILDING CONDITION

**FMP  
BUILDINGS**

**LEGACY  
BUILDINGS**

Five-year, \$125 million initiative to target deferred maintenance needs across all Legacy Buildings





# BUILDING CONDITION THRESHOLD

**FMP BUILDINGS:** Schools that have been renovated or replaced will be **NOT CONSIDERED** for this screening.

**LEGACY BUILDINGS:** For the most part, schools that have yet to be replaced or renovated will be **CONSIDERED** for this screening.

**OPERATION: FIX IT:** Legacy Buildings which have received or are soon scheduled to receive major deferred maintenance projects will be **NOT CONSIDERED** for this screen.

BUILDING  
CONDITION

# MOCK BUILDING CONDITION

FMP	Operation: Fix It Complete or Under Contr.	School
X		High School A
		High School B
	X	High School C

BUILDING  
CONDITION

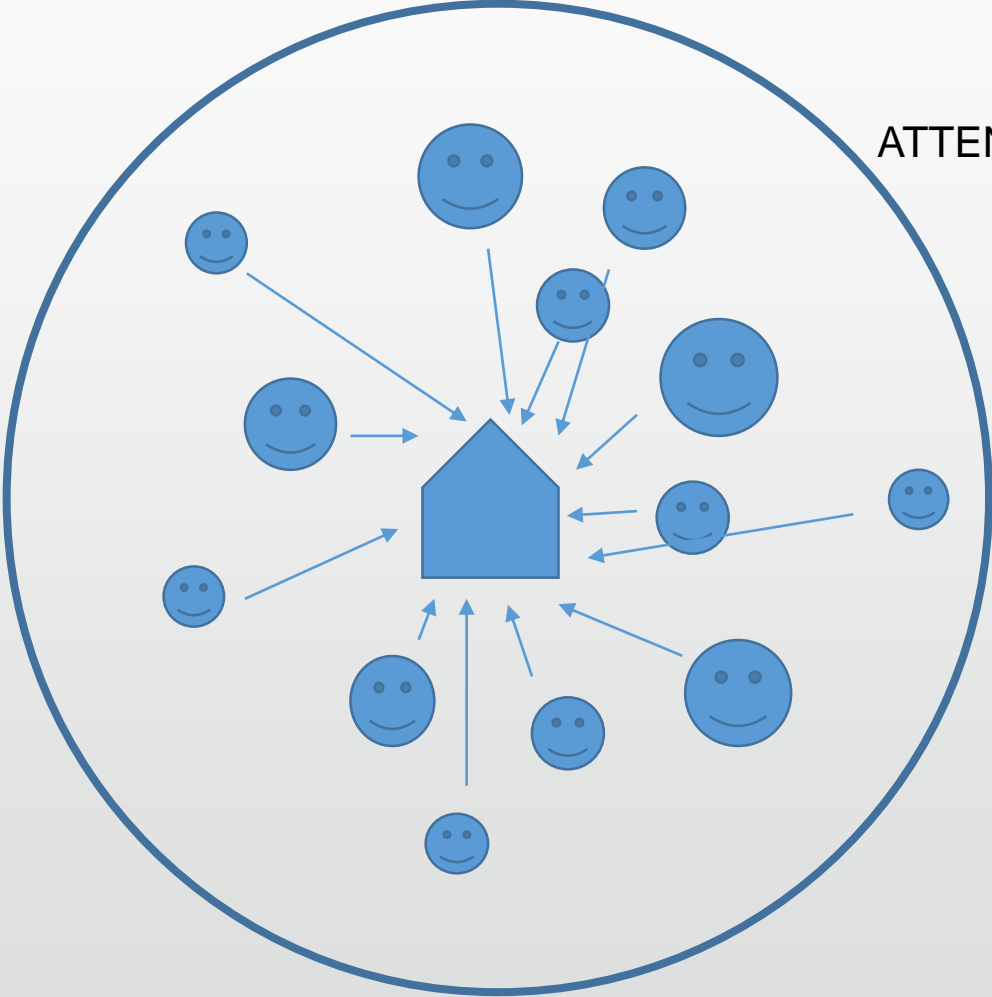
# TRANSFER IN/TRANSFER OUT

- Majority of Columbus schools have a designated geographic attendance boundary and feeder pattern.
- The School Choice Lottery gives Columbus students throughout the city the opportunity to attend buildings that are not in their neighborhood.

NOTE: All high schools are choice schools.

STUDENT  
TRANSFER IN/  
TRANSFER  
OUT

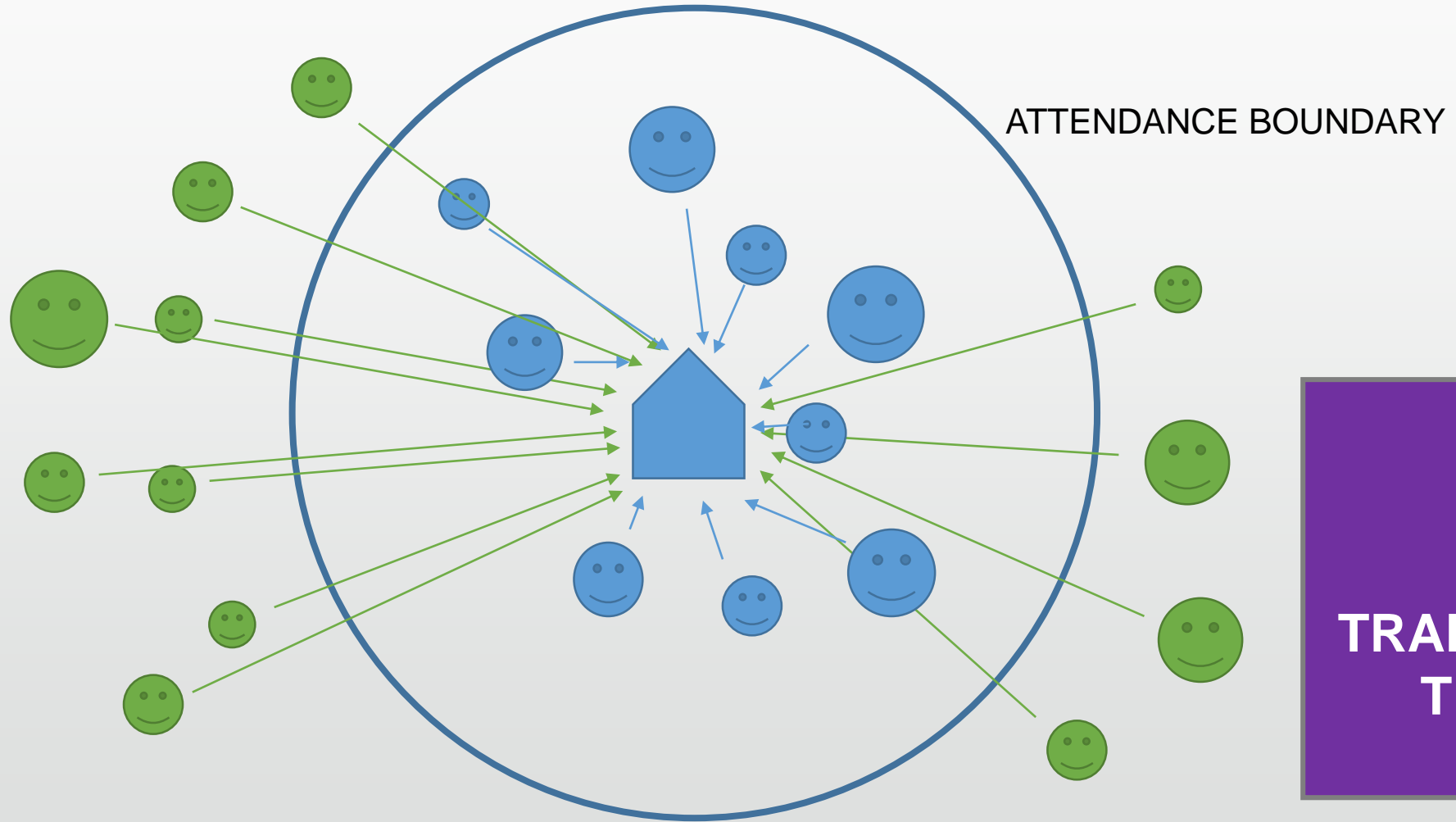
# NEIGHBORHOOD SCHOOL



ATTENDANCE BOUNDARY

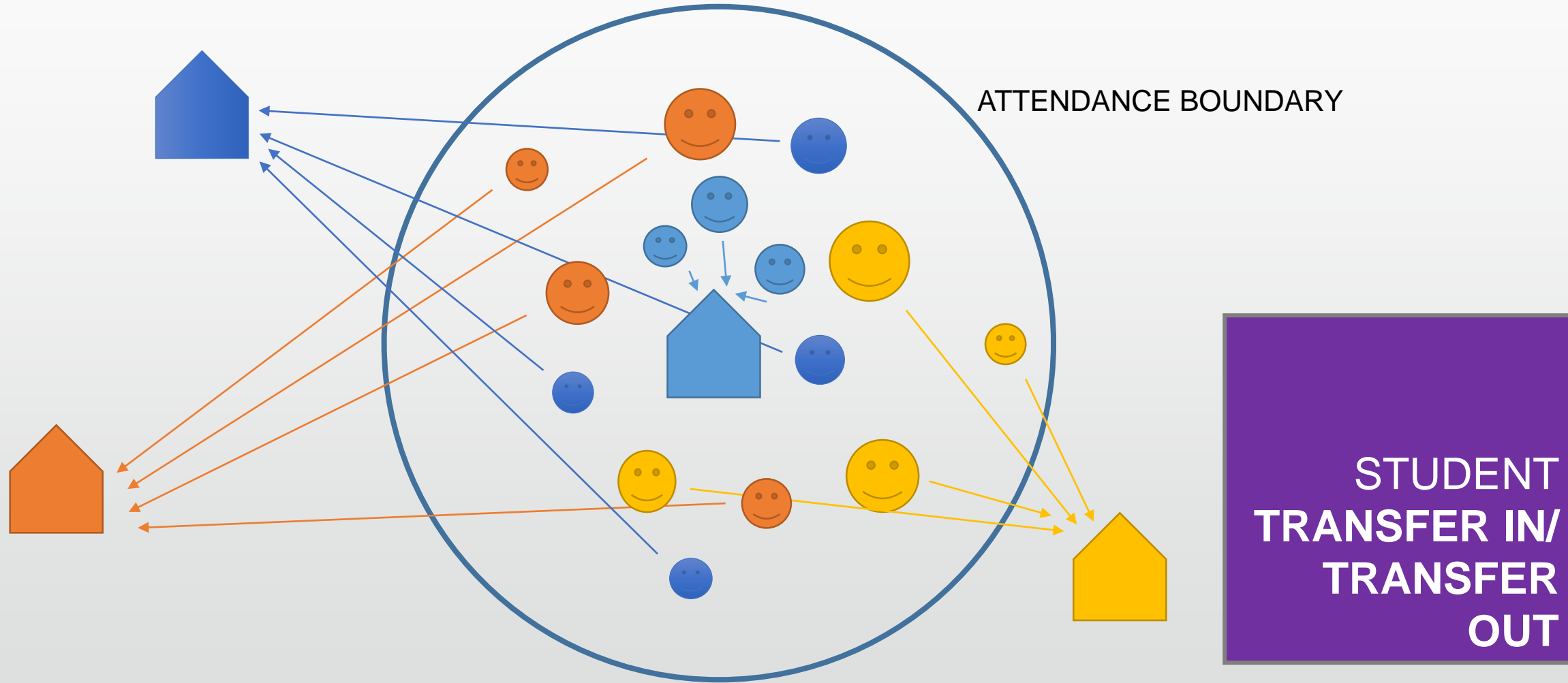
STUDENT  
TRANSFER IN/  
TRANSFER  
OUT

# TRANSFER IN



**STUDENT  
TRANSFER IN/  
TRANSFER  
OUT**

# TRANSFER OUT



# TRANSFER THRESHOLDS

Our recommendation is to consider buildings relative to the grade band in which they service.

- Elementary: less than **45% transferring in** and/or greater than **45% transferring out** would be **CONSIDERED**.
- Middle School: less than **35% transferring in** and/or greater than **50% transferring out** would be **CONSIDERED**.
- High School: less than **30% transferring in** and/or greater than **50% transferring out** would be **CONSIDERED**.

STUDENT  
TRANSFER IN/  
TRANSFER  
OUT

# MOCK TRANSFER IN/TRANSFER OUT

	Live In	Attend	Live and Attend	Transfer In	% Transfer In	Transfer Out	% Transfer Out
Elementary School A	300	350	200	150	43%	100	33%
Elementary School B	300	400	200	200	50%	100	33%
Elementary School C	300	150	100	50	33%	200	67%
Elementary School D	300	500	275	225	45%	25	8%
Elementary School E	300	200	100	100	50%	200	67%
Transferring In	45%	<	>=				
Transferring Out	45%	>	<=				

STUDENT  
TRANSFER IN/  
TRANSFER  
OUT



# PHASE 1 DATA COMPOSITE

All buildings will be screened through all criteria, with data provided on each of the four criteria, to create a **DATA COMPOSITE**.

**CONSIDERED:** Data Composite supports the need for additional screening before action by the Facilities Task Force.

**NOT CONSIDERED:** Data Composite does not support any action by the Facilities Task Force at this time.

STUDENT ENROLLMENT	BUILDING CAPACITY
BUILDING CONDITION	STUDENT TRANSFER IN/ TRANSFER OUT

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STUDENT ENROLLMENT	BUILDING CAPACITY
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# TASK FORCE DISCUSSION

## Potential questions to consider:

- Do you need more information about any of the criteria?
- Are you clear on how the Internal School Work Group will use the Data Composite to provide the Task Force with buildings to **CONSIDER** and **NOT CONSIDER** (at this time)?
- Other thoughts?

STUDENT  
ENROLLMENT

BUILDING  
UTILIZATION  
RATE

BUILDING  
CONDITION

STUDENT  
TRANSFER IN/  
TRANSFER  
OUT



MORE INFORMATION AVAILABLE ON  
SHAREPOINT AND WEBSITE:

[www.ccsok.us](http://www.ccsok.us)

**REMINDER:  
NEXT MEETING ON MAY 10**