

**TC (2) Work Step**

Review the mission, goals and actions of the Steering Committee and Prioritization Committee to ensure they are adequate for meeting the objectives of analyzing school building conditions based on pre-established criteria that prevents political (or other) influence and pressure. Where appropriate, test the controls/process to determine overall effectiveness.

**Results of Testing**

VLS reviewed the stated mission, goals, and actions of the Steering Committee and the stated mission, goals, and actions for the Prioritization Committee to ensure that they were adequate for meeting the objectives of analyzing school building conditions based on pre-established criteria that prevents political (or other) influence and pressure. VLS verified that an independent party, Darden Architects, assisted the District in the development of the Facilities Master Plan. This Architect firm has not previously worked with the District in any capacity related to its bond program. The development of the Facilities Master Plan was based on the results of an extensive review and assessment of the project sites performed by Darden Architects that included physically visiting each site.

In addition, Darden Architects utilized community input gathered during council site meetings and community meetings. Public advertisements for these council site and community meetings were done at all the schools and also on the Facilities Master Plan Web page. The Pre-established criteria were developed by the Prioritization Committee with input from the community and guidance from Darden Architects firm. The responsibility of the Prioritization Committee was to create criteria by which all sites would be prioritized for sequencing, and to establish a basis through which an overall option could be selected by the Board. The Prioritization Committee meetings were open to the public and advertised. The Prioritization Committee recommended the final criteria to the Board and it was approved by the Board on 12/9/2015.

The Steering Committee's responsibility was to help maintain an orderly process of developing the Facilities Master Plan and ensure that the process continued to move forward. The final Facilities Master Plan was presented to the Board by Darden Architects and was approved by the Board as presented by Darden Architects on 6/15/2016.

It appears that the Facilities Master Plan was developed using a public process that included gathering community input and a thorough assessment of the building conditions of the schools included in the Facilities Master Plan. The Facilities Master Plan, including the implementation plan, was approved by the Board of Education on 6/15/2016. At that time, an alternative scenario was developed in the event of a 2018 bond measure, which illustrates a modified timeline for the recommended projects. See TC2-1 and TC2-2 for recommendations related to this area. Additionally, refer to recommendation TC5-1 in section TC (5).

**New Score**

Low

**Recommendations**

- TC2-1. Clarify language included in the “Additional Steps” of the Facilities Master Plan Implementation to provide for a specific time period in which the “period review” of the Facilities Master Plan will occur. For example, a statement that every five years the Facilities Master plan will be assessed with the involvement of the community provides specific timing that will increase transparency and accountability.
- TC2-2. When the District seeks the passage of a future bond measure(s), include language in the bond measure that specifically refers to the Board approved Long-Range Facilities Master Plan. Adding this language to the bond measure will afford the District increased transparency, allow the voters to better understand the projects and timeline of the projects that will be undertaken with the bond proceeds, and will hold the District and Board members accountable to the public. The language added to the bond measure should include a statement that provides the District with some flexibility in the event of an unforeseen or catastrophic event, requires that the Board approve revisions made to the Facilities Master Plan, and indicates the means by which the public could obtain a copy of the approved Facilities Master Plan.

**Response by District**

Pursuant to the recommended implementation timeline in the Facilities Master Plan and subject to available funding and Board approval, District Staff will complete a comprehensive update of the Facilities Master Plan in 2020, which will include all District sites. Every five years thereafter, staff will recommend to the Board a comprehensive update of all District sites. If any event occurs that potentially could impact availability of funding resources or project timelines, updates will be provided to the Facilities Subcommittee and Board, if needed and/or required.

In the event of a future Bond Measure, District staff will recommend to the Board that the Facilities Master Plan is referenced in the bond measure language. The recommendation will also include that projects in the Facilities Master Plan whose construction schedules fit within the timeframe of the bond measure be placed in the bond measure language. Language shall be recommended to the Board to provide the District with flexibility in the event of a catastrophic event. The Facilities Master Plan contains specific projects with estimated costs and recommended schedules. Any revision of the recommended scope of the Facilities Master Plan will be recommended to and approved by the Board and those changes can be reflected in the bond measure language, if applicable.

**VLS's Assessment of Response by District**

VLS reviewed the District's response and agrees that the response and planned action are appropriate to address the recommendation(s) made by VLS.