

**Corvallis School District**  
**LONG RANGE FACILITY MASTER PLAN COMMITTEE CHARTER**

<b>Sponsor</b>	<b>Staff Leaders</b>	<b>Facilitator</b>	<b>Kick Off Date</b>	<b>Sunset Date</b>
Ryan Noss, <i>Superintendent</i>	Olivia Meyers Buch, <i>Director of Finance &amp; Operations</i> Kim Patten, <i>Director of Facilities &amp; Transportation</i>	Karen Montovino, <i>DLR Group</i>	February 2017	January 2018

<b>Mission Statement</b>	Develop a Long Range Facilities Master Plan to help transform an aging infrastructure and provide more innovative and equitable opportunities for all students.
<b>Goals &amp; Objectives</b>	<p>Develop a Long Range Facilities Master Plan recommendation for the superintendent that:</p> <ul style="list-style-type: none"> <li>• Supports learning environments that are safe and accessible</li> <li>• Inspires innovative learning, accommodates evolving instructional practices, and promotes collaboration among students, staff and community</li> <li>• Is cost-effective for the taxpayer, energy efficient, and adaptable for future use by students, staff and the community</li> <li>• Complies with the requirements of ORS 195.110</li> </ul>
<b>Success Indicators</b>	Work milestones will be tracked in a “dashboard” format in regular reports.
<b>Scope</b>	<p>Assessment and analysis will include:</p> <ul style="list-style-type: none"> <li>• Facilities improvements aligned with <i>Core Values for Educational Design</i></li> <li>• 2015 Demographic Study</li> <li>• 2014 Facilities Assessment Report</li> <li>• School capacity formula and site by site capacity analysis</li> <li>• School site size characteristics</li> <li>• Efficient use of school sites</li> <li>• Special program considerations</li> <li>• Facility replacement vs. renovation guidelines</li> <li>• Alternatives to new construction</li> <li>• Ancillary facility needs</li> <li>• Financing tools for capital improvements</li> </ul>

<b>Problem Statement</b>	Determine the recommended long range facility needs of the district and comply with ORS 195.110.
<b>Meeting Frequency</b>	The committee will meet five (5) times between February 2017 and June 2016 to develop a Long Range Facility Master Plan recommendation. The committee may meet again in Fall 2017 to consider revisions to the recommended Long Range Facility Master Plan.
<b>Procedures &amp; Process</b>	All committee meetings will be open to the public. The process used within the committee to make recommendations shall be consensus, with the development of a minority report if required.
<b>Plan Adoption</b>	After the committee develops a Long Range Facility Master Plan recommendation for the superintendent, the superintendent will present a Long Range Facilities Master Plan to the School Board for adoption.
<b>How Recommendations are Communicated</b>	Recommendations will be communicated through a “dashboard” reporting tool, meeting minutes, district reports, draft recommendations, and adopted Long Range Facilities Master Plan.
<b>Proposed Committee Members</b>	<p>Committee members will represent a cross section of the school community as follows:</p> <ul style="list-style-type: none"> <li>• Parent Representatives (8 ES, 2 MS, 3 HS) – 13</li> <li>• Principals (ES, MS, HS) – 3</li> <li>• Certified Staff (ES, MS, HS) – 3</li> <li>• Classified Staff – 2</li> <li>• Students (HS) – 3</li> <li>• Business Representatives – 2</li> <li>• Local Government Representatives – 2</li> <li>• Community Members (At-Large) – 3</li> </ul>
<b>Liaison Members (Steering Committee)</b>	<ul style="list-style-type: none"> <li>• Superintendent</li> <li>• Assistant Superintendent</li> <li>• Teaching &amp; Learning Coordinators</li> <li>• Director of Finance and Operations</li> <li>• Director of Facilities and Transportation</li> <li>• Communications Coordinator</li> <li>• School Board Representatives</li> </ul>
<b>Team Review Schedule</b>	The Steering Committee will meet monthly.
<b>Sunset Clause</b>	The committee will sunset upon approval of a Long Range Facilities Master Plan by the School Board (January 2018).