



SCHOOL FACILITY PLAN

NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION

School Finance and Organization

SFN 52813 (12-09)

The School Facility Plan is intended as a guide to assist school districts in the development of sophisticated, conclusive, supportive documentation for proposed school facility projects. The plan also assists the Department of Public Instruction in facilitating the delivery of quality programs and services to the youth of North Dakota.

As school districts begin the process of assessing needs and planning for future school facility design, frequent candid dialogue between school district leaders and the department is encouraged and welcomed. Department staff is ready to provide technical assistance to school districts undertaking design and development of new learning spaces. Well-designed, functional school facilities are an important part of keeping North Dakota's youth at the top in a highly- competitive global economy.

School District
Project Name

Description of Project

Furnish a brief, narrative description of the proposed project, including construction material, number and types of specific learning or other spaces (e.g. classrooms, library, offices, conference rooms, storage, etc.), location, new construction, remodeling, grade levels served, and additional data, including planned start and completion date if project is approved.

Other Data:

Estimated Square footage	Estimated cost/square foot
Estimated total cost of project	Estimated annual (new) operating expense
Estimated annual (new) energy costs	Estimated new staff costs

School District
Project Name

Need for the Project

Briefly specify the need or needs for undertaking the project and describe improvements that will occur as a result of project completion. Examples: (a) to enhance program and service delivery to students; (b) to correct health and life safety concerns, code violations, statute violations; (c) to address space shortages created by increasing enrollment, open enrollment, restructuring, or the like; (d) to extend the facility's life; (e) to increase facility efficiencies and/or reduce cost outlay; or (f) other.

School District
Project Name

District Geographic Information

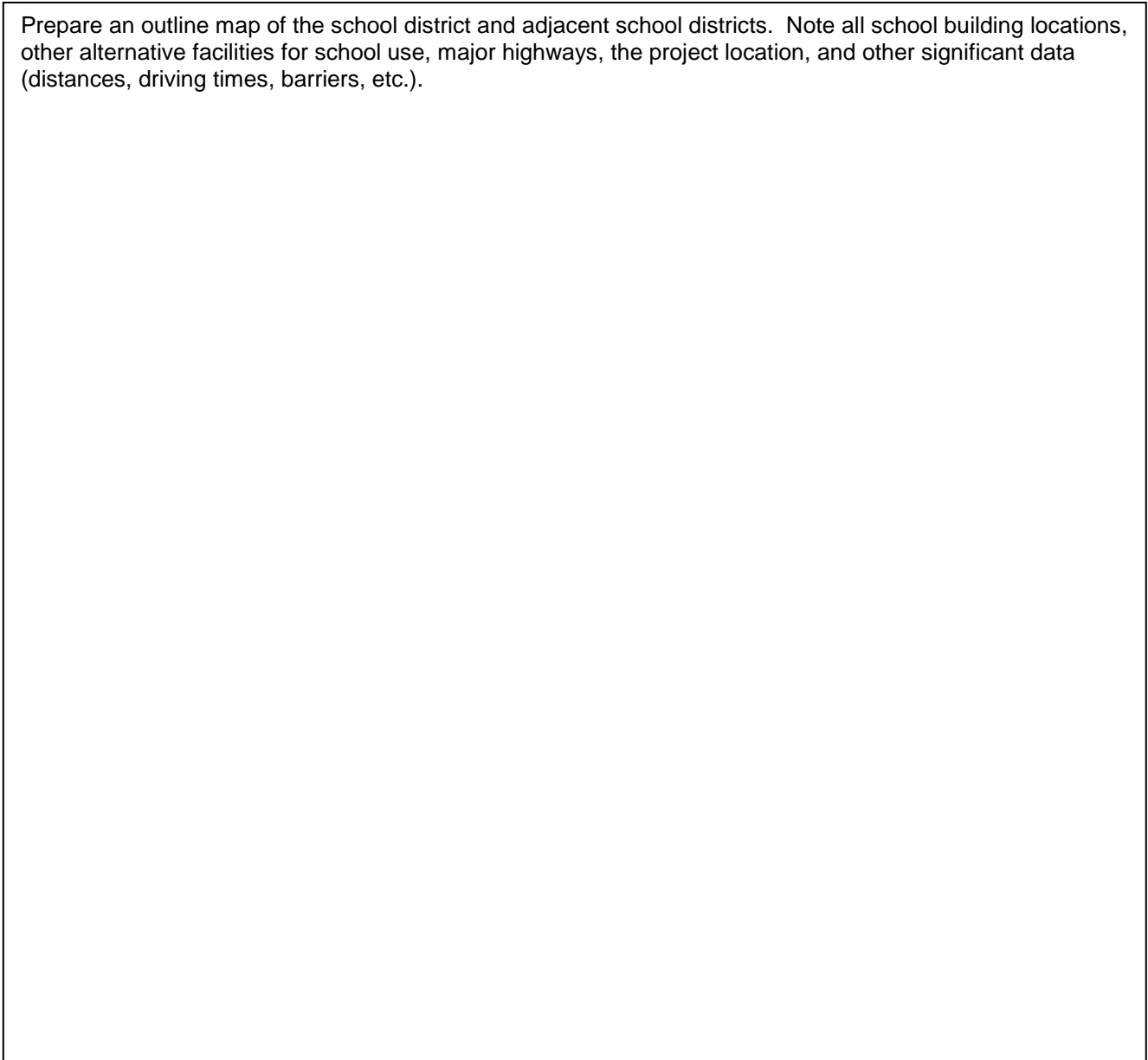
Prepare an outline map of the school district, citing school building locations, possible alternative facilities (for school use), major transportation routes (highways), the project location, and other pertinent data.



School District
Project Name

Area Geographic Information

Prepare an outline map of the school district and adjacent school districts. Note all school building locations, other alternative facilities for school use, major highways, the project location, and other significant data (distances, driving times, barriers, etc.).



School District
Project Name

Alternatives

Please identify alternatives considered by the School Board to address the school district's facility needs, prior to proposing the project. Include initiatives/overtures extended to cooperate with adjacent school districts, post-secondary institutions, public or private organizations, governmental entities, and other organizations to fulfill the district's facility needs.

School District
Project Name

Rejection of Alternatives

Present rationale considered by the School Board to reject alternatives for addressing the school district's facility needs, prior to proposing the project. Particularly, detail rationale for rejecting the usage of alternative space available (if any) in adjacent school districts, post-secondary institutions, public or private organizations, governmental entities, and other organizations.

School District
Project Name

Collaboration

<p>Detail briefly below efforts that have been made to cooperate or collaborate in the joint facility design, occupancy, sharing, or other usage of the proposed project with other entities.</p> <ul style="list-style-type: none">• Area Schools:
<ul style="list-style-type: none">• Health/Human Service Agencies:
<ul style="list-style-type: none">• Educational Agencies:
<ul style="list-style-type: none">• Political Subdivisions:
<ul style="list-style-type: none">• Other (e.g. private schools; private businesses, etc.)

School District
Project Name

Current Year Fall Enrollment

Pre-K Enrollment
Kindergarten Enrollment
Grade One Enrollment
Grade Two Enrollment
Grade Three Enrollment
Grade Four Enrollment
Grade Five Enrollment
Grade Six Enrollment
Grade Seven Enrollment
Grade Eight Enrollment
Grade Nine Enrollment
Grade Ten Enrollment
Grade Eleven Enrollment
Grade Twelve Enrollment
K -6 Total Enrollment
7 -9 Total Enrollment
10 -12 Total Enrollment
7 -12 Total Enrollment
K -12 Total Enrollment

School District
Project Name

Prior Fall Enrollment (K-12)

10-year Prior _____ — _____	Enrollment (K-12)
9-Year Prior _____ — _____	Enrollment (K-12)
8-Year Prior _____ — _____	Enrollment (K-12)
7-Year Prior _____ — _____	Enrollment (K-12)
6-Year Prior _____ — _____	Enrollment (K-12)
5-Year Prior _____ — _____	Enrollment (K-12)
4-Year Prior _____ — _____	Enrollment (K-12)
3-Year Prior _____ — _____	Enrollment (K-12)
2-Year Prior _____ — _____	Enrollment (K-12)
1 Year Prior _____ — _____	Enrollment (K-12)
Current Year _____ — _____	Enrollment (K-12)

School District
Project Name

Projected Fall Enrollment (K-12) *

Current Year _____ — _____	Enrollment (K-12)
Year 1 _____ — _____	Enrollment (K-12)
Year 2 _____ — _____	Enrollment (K-12)
Year 3 _____ — _____	Enrollment (K-12)
Year 4 _____ — _____	Enrollment (K-12)
Year 5 _____ — _____	Enrollment (K-12)
Year 6 _____ — _____	Enrollment (K-12)
Year 7 _____ — _____	Enrollment (K-12)
Year 8 _____ — _____	Enrollment (K-12)
Year 9 _____ — _____	Enrollment (K-12)
Year 10 _____ — _____	Enrollment (K-12)

❖ Project on the basis of current student enrollment and most recent census.

School District
Project Name

Trend in Enrollment
(Summary of forms 9 and 10)

Enrollment Actual Change _____ to _____	District Gain/Loss
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Enrollment Projected Changes _____ to _____	District Gain/Loss
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Twenty-Year Trend _____ to _____	District Gain/Loss
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❖ Project on the basis of current student enrollment and most recent census.

School District
Project Name

General Fund Revenues, Expenditures, Balances

Year	Revenues	Expenditures	Balances
____ - ____			
____ - ____			
____ - ____			
____ - ____			
____ - ____			
____ - ____ Current			

School District
Project Name

Expenditures/Pupil

Year	General Fund Budget	Pupils	Expenditures/ Pupil
____ — ____			
____ — ____			
____ — ____			
____ — ____			
____ — ____			
____ — ____ (Current)			

School District
Project Name

Mill Levies

Year	General	Building	S & I	Total
____ - ____				
____ - ____				
____ - ____				
____ - ____				
____ - ____				
____ - ____ (Current)				

School District
Project Name

Taxable Valuation

Year	Total Taxable Valuation	Taxable Valuation/Pupil
____ - ____		
____ - ____		
____ - ____		
____ - ____		
____ - ____		
____ - ____ (Current)		

School District
Project Name
Year

Sources of Revenue

	Federal %	State %	Local %	Total %
District				
North Dakota Average *From School Finance Facts				

School District
Project Name

Indebtedness

Debt	Amount	Retirement Schedule		
		Principal	Interest	Repaid
Bonded:				
<ul style="list-style-type: none"> • Issue 1: • Issue 2: • Issue 3: 				
Other (Explain/List): <ul style="list-style-type: none"> • • • 				

School District
Project Name
Year

Description of Programs and Services

Discipline	Semester Courses	Services	
Agriculture		Special Education	
Art			
Business/Marketing			
Computer			
Communications/English			
Foreign Language			
Home Economics		Counseling	
Industrial Technology		Library/Media	
Mathematics		Art (Specialist)	
Music		Music (Spec)	
Physical Education/Health		Physical Education (Spec)	
Science		Computer (Spec)	
Social Studies		Community Ed.	
Distributive Education		Adult Ed.	
Telecommunication		Chemical Dep.	
		Social Work	
		Gifted	
		Athletics (#____)	
		Clubs (#____)	
		Co-curricular (#____)	

Please delineate the number of semester courses taught (not offered) in subject matter disciplines in the school district during the current year.

School District
Project Name

Overview of Facilities

Facility	Grade Level	Orig. Const./Add. Dates	Site Size	Capacity	Current Enrollment	% of Capacity

FORM 20

School District
Project Name
Year

Adjacent District Facilities/Sites

Enrollment					
District	K-6	7-12	K-12	Bldg. Capacities	Distance
•					
•					
•					
•					
•					

School District
Project Name

Violations and Proposed Impact

Impact of project on existing violations that the school district may have (i.e. fire and safety, American Disabilities Act, asbestos abatement, food storage and preparation, etc.)

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School District
Project Name

Facility Efficiencies

Estimate differences that will result in operating costs AND describe perceived reductions in energy and waste disposal costs to the district that will occur as a result of the project's approval.

FORM 23

School District
Project Name

Assurances

Provide assurances that (a) the proposed project is comparable in size and quality to projects recently constructed in other districts with similar enrollments, (b) collaboration/cooperation has been attempted, (c) the need for facilities could not be met within the district or adjacent districts at a comparable cost, (d) the facility will enhance or facilitate educational service delivery, (e) the economic and population bases of the communities to be served are likely to grow or remain level, (f) the facility meets/exceeds recommended size standards, (g) an analysis has been made to determine the facility accommodation of area learning needs, (h) the availability and manner of financing construction has been evaluated, (i) the district's operating budget can meet the proposed project's operating costs in a satisfactory manner.

a. Size and Quality Comparability:
b. Collaboration/Cooperation:
c. Inability to Identify/Secure Facility Alternatives at Comparable Cost:
d. Enhance Delivery of Educational Services:

e. Economic and Population Bases:

f. Meeting/Exceeding Size Standards:

g. Accommodation of Area Learning Needs:

h. Availability/Manner of Financing Construction:

i. Operating Budget Able to Meet Projected Operating Costs: