

FACILITIES MASTER PLAN

The District Facilities Master Plan may be maintained and kept up to date. The plan may reflect the short and long term educational programming needs of the students based on the District educational goals. To assist in the accurate assessment of these needs, the Plan may include an identification of social, economic and political factors in the community together with District level housing and funding issues which will ultimately affect the success and effectiveness of the District building and renovation program.

The Plan may incorporate population and enrollment projections based on a review of: 1) residential housing growth and decline patterns; 2) kindergarten enrollments; and 3) student yield factors.

Concurrent with efforts to identify those demographic factors affecting school enrollment, the Plan may include an analysis of present and future design needs of the District together with an assessment of those qualitative and quantitative factors that reflect the characteristics and capacity of each school facility.

Those factors considered may include, but not be limited to:

1. State Allocation Board building area standards
2. Maximum student capacity according to designated student/teacher ratios
3. Current student capacity based on current District program requirements
4. School size

Schools that provide an excellent learning environment must be of sufficient enrollment for the learning program to perform effectively and for the services provided by the school to operate efficiently. School capacity should be designed to accommodate peak enrollment and fluctuations in enrollment.

Targeted Average School Enrollment:

The targeted average school enrollment at each level is determined by giving consideration both to an effective learning environment and efficient operational costs.

Existing school sites have unique characteristics and limitations that affect the current and future enrollment and capacity. The targeted average school enrollment will fluctuate based on program requirements at the time the analysis is being conducted.

Existing School Capacity:

Capacity at existing schools may not exceed the recommended capacity for new schools, nor shall it exceed the capacity that can be reasonably accommodated by the acreage, parking and other elements of the infrastructure. Related consideration may include traffic and childcare.

New School Capacity:

- Elementary Schools: Permanent facilities to house 700 students with infrastructure provision for relocatable buildings to house a maximum of 900 students, or a maximum of 1,000 students during periods of peak enrollment.
- Middle Schools: Permanent facilities to house 900 students with infrastructure provision for relocatable buildings to house a maximum of 1,200 students.
- K-8 Schools: Permanent facilities to house 1,200 students with infrastructure provision for relocatable buildings to house a maximum of 1,600 students.
- High Schools: Permanent facilities to house 2,200 students with infrastructure provision for relocatable buildings to house a maximum of 2,600 students.

School Location

The school facilities planning process should be designed and implemented to safeguard demonstrated excellence in education while simultaneously ensuring that schools are managed in a fiscally responsible and cost-effective manner.

Schools should be situated such that each school's attendance area is large enough to ensure sufficient student population to support a school facility that operates cost-effectively yet preserves the educational and emotional benefits children derive from attending a school near their neighborhood community.

The facilities planning process should honor the potential for unique strengths and characteristics of individual schools and reflect the high value placed on neighborhood schools, alternative programs, open enrollment, and the community use of school facilities, and should be based on a thorough analysis of changing demographic patterns.

There are benefits for families and for children when the assigned school of attendance is within reasonable proximity of their neighborhood community and allows for suggested routes to school.

The concepts of reasonable proximity and reasonable school enrollment, along with economic considerations of modernization and maintenance of older facilities and access to state facilities

and Community Facilities District (CFD) funds may be key factors in any decision regarding building a new school or closing an existing school.

The Board of Trustees recognizes the importance of having complete and factual information as the basis for developing and maintaining the Facilities Master Plan. The Superintendent may maintain procedures to encourage the cooperation of the District staff, parents/guardians, students, state and local governmental and planning agencies, and other business and community representatives in this effort.

Legal Reference:

EDUCATION CODE

16011 Long-range comprehensive master plan
16322 California Department of Education services
17017.5 Approval of applications for projects
17070.10-17079.30 Leroy F. Greene School Facilities Act 17251
Powers and duties of California Department of Education
17260-17268 Plans and specifications for school facilities
17280-17317 Field Act
17365-17374 Fitness for occupancy
17405 Relocatable structures; lease requirements
35275 New school planning; cooperation with recreation and park authorities

GOVERNMENT CODE

53090-53097.5 Regulation of local agencies by counties and cities
65352.2 Communicating and coordinating of school sites
65995.6 School facilities needs analysis

CODE OF REGULATIONS, TITLE 2

1859-1859.199 Leroy F. Greene School Facilities Act

CODE OF REGULATIONS, TITLE 5

14001 Minimum standards
14010 Site selection standards
14030-14036 Standards, planning, and approval of school facilities

CODE OF REGULATIONS, TITLE 24

101 et seq. Green building standards code

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 28
35.101-35.190 Americans with Disabilities Act

Management Resources:

CSBA PUBLICATIONS

Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, September 2009
Facilities Master Planning, Fact Sheet, November 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Schools of the Future Report, September 2011
Educational Specifications: Linking Design of School Facilities to Educational Program, 1997
Guide for the Development of a Long-Range Facilities Plan, 1986

OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

An Overview of the State School Facility Programs, rev. October 2011
School Facility Program Handbook, 2008

STATE ALLOCATION BOARD PUBLICATIONS

Public School Construction Cost Reduction Guidelines, 2000

WEB SITES

CSBA: <http://www.csba.org>

Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

California Department of Education: <http://www.cde.ca.gov/ls/fa>

Policy

adopted: January 8, 1996

Revised: December 16, 2020

CAPISTRANO UNIFIED SCHOOL DISTRICT

San Juan Capistrano, California