

# *Site & Community Based Approach*

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## *Commitment*

The *Campus Leadership and Staff* of Lockhart ISD provided the key impetus for the overall composition of the facility master program. The input gained from the campuses established a base line of needs that was evaluated and validated through the process.

## *The Process*

Our efforts began in March of 2013, with on-line surveys being distributed to the campuses. The detailed survey forms were designed to enable each facility staff member to identify specific items and conditions within his or her respective facility that needed evaluation and possible improvement.

Our goal was to muster the support of the Campus Staff in an effort to create a team approach to assessing the short and long-term needs of the District's facilities. Experience has shown that the integrity of these types of assessments is significantly influenced by the site- specific knowledge of the staff at each campus.

## *Campus Evaluations*

Representatives of each campus began the assessment of their respective facilities. In each case, the on-line surveys yielded broad response. The seriousness with which the campuses approached the assessment was apparent in the form and content of the responses that were received. The results of the individual campus surveys are included in the Appendix for review.

Upon compilation of the campus surveys, additional assessments were made to evaluate and clarify the feedback received from the surveys.

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## Site Based Interviews

After review of the information gathered from each campus, **OBR** performed interviews of key information sources familiar with the individual facilities. These sources included:

- ◆ Administration
- ◆ Principals and staff

Interviews with Campus Leadership were conducted on site. A detailed walk through was also performed to insure that an overall understanding of each facility was developed and verified. OBR also interviewed the Central Office Staff along with the various Department Heads.

## Technical Assessments

Along with the interviews of key District personnel, **OBR** performed an assessment of each facility to identify the current state of repair. The architectural, civil, structural and mechanical condition of each facility was analyzed along with the facilities functionality given safety, security, curriculum, codes, capacity and District-wide comparability. The following areas were evaluated in that regard:

- ◆ BUILDING EXTERIOR
  - Foundation
  - Roof/gutters
  - Fascia
  - Walls
  - Walkway covers
- ◆ BUILDING INTERIOR
  - Floors
  - Walls
  - Ceilings
  - Classrooms, Labs, etc.
- ◆ DOORS/HARDWARE
  - Exterior
  - Interior
- ◆ WINDOWS/WINDOW COVERINGS
- ◆ ACCESSORIES
  - Chalkboards Casework
  - Lockers

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- ◆ MECHANICAL, ELECTRICAL & PLUMBING  
Heating, Cooling, Plumbing  
Electrical, Lighting, Sound Systems  
Alarm Systems, Fire Protection
- ◆ ADA COMPLIANCE
- ◆ GROUNDS  
Drainage  
Landscaping  
Irrigation  
Fencing  
Paving  
Playground Equipment
- ◆ CAFETERIA / KITCHEN
- ◆ FURNISHINGS

## *On-going Site Based Input*

After completion of our technical assessments, we assembled a summary of site-specific capital improvements for each campus. We then provided the summaries to the respective campuses and allowed the staff to set priorities. These priorities are detailed in Section 4 with each individual campus profile.

## *Community Input*

The technical assessments resulted in a subjective analysis of each campus given such concerns as age, condition, cost of operation, maintenance, etc. After review by Campus Leadership, OBR began the process of engaging community members for feedback and comments. With assistance from the Board, a *Facilities Task Force* made up of community members was assembled. Over the course of five months, the Task Force reviewed and discussed the various facilities needs throughout the District. Facility tours were also conducted.

## *Compilation*

Working with the community members, **OBR** began the task of compiling the data and evaluating options for addressing facilities needs. Improvements were again prioritized and with input from the Task Force, recommendations were developed to address the short term and long term facilities needs in the District. The following page illustrates the overall planning process. *Our intent was to develop recommendations and documentation from which the Board could make an informed decision regarding facilities.*

<b>March</b>	Establish protocols and District contacts Submit request for District information	
	Survey links distributed to Staff for campus specific evaluations (March 18)  Board Update (March 25) - Discussed process and schedule	
<b>April</b>	Campus specific survey results compiled Technical assessments of campuses (April 16-26) Board Update (April 22) - Discussed campus surveys, assessments and "end game" Enrollment analysis	
	Benchmark spaces with TAC Title 19 - School Facilities Standards  Invitations sent to prospective Facilities Task Force Members	
<b>May</b>	Interviews with Administrative Department Heads Board Update Memo provided (May 20)	
	Establish capacities and utilization factors by campus Compiling campus assessments/evaluation summaries (CIP) Distribute TAC reviews and capacity analyses to Staff Distribute CIP's to campus leadership for review/comment Developing quantities and unit costs for CIP	<b>May 23 Task Force Meeting</b> LHS Tour Discuss HS Challenges Review Demographics
<b>June</b>	Interviews with Central Office Staff Revise CIP summaries based on campus feedback Board Update (June 24) - Discussed CIP/Capacities/Status	<b>June 6 Task Force Meeting</b> ML Cisneros Tour Review Capacities/Utilizations Review Compliance w/TAC
	Budgeting for CIP based on quantities and unit costs	<b>June 20 Task Force Meeting</b> Clear Fork ES Tour Review Assessment Summaries Review HVAC/Roofing Needs
<b>July</b>	Revise CIP summaries to include CIP vs. Maintenance Develop scope/budget for HS overhaul Develop scope/budget for New HS Develop scope/budget for conversion of JHS to HS Board Update (July 22) - Discuss preliminary considerations	<b>July 7 Task Force Meeting</b> Lockhart JHS Tour Review CIP Budgets Review Pfluger Plan Discuss Options
	Develop priority surveys for Staff feedback Interviews with AD, Asst. AD and Band Director	<b>July 18 Task Force Meeting</b> Review CIP vs. Maintenance Review HS Options Review Tax Impact Analysis
<b>August</b>	Distribute link to priority surveys to Campuses	
	Distribute link to priority surveys to Central Office and Administrative Department Heads Compile priority survey results	
<b>September</b>	Compiling data Developing decision documents for Board	<b>September 12 Task Force Mtg.</b> Discuss Priority Survey Results Finalize Recommendations
	Board Update (September 23) - Present decision documents and discuss next steps	