Facilities Task Force Recommendations

Training Recommendations

(1.0)   Increase in-person training via CoOps

(1.01) Train every Superintendent with all their district support staff to develop a professional relationship with Facilities

(1.02) Include assistant superintendents or designees in future training sessions

(1.03) Offer more regional training opportunities in Western KY

(1.04) Develop a system to enforce 3rd party architects' attendance at Facilities training sessions

(1.05) Create a curriculum for 3rd party architects that lists a set of (KDE) required training

(1.06) Offer more facility-focused training days for people unfamiliar with Facilities processes –

(1.07) Develop training sessions for district personnel to learn how to negotiate architect fees

(1.08) Establish a relationship with AIA for everyone to be consistent with the processes

(1.09) Change KFICS training from June to July to January/February

(1.10) Create a Superintendent training and lead program for them to become subject matter experts and assist other districts.

Staffing Recommendations

(2.0)   Improve Facilities staffing at KDE. Add a minimum of one more architect and support staff

(2.01) Increase work efficiency. Rely more on the expertise of third parties and have KDE audit them

Communication Recommendations

(3.0)   Draft the district communications with minimal Reg. language and more district-level language

(3.01) Create a step-by-step on the DFP process with links to DFP resources. Allow for virtual meetings

(3.02) Create an internal process so Facilities can help avoid unnecessary waivers

(3.03) Improve communication channels and responsiveness between KDE and the districts

(3.04) Develop a helpdesk to respond to district questions. Take into consideration time zone differences

(3.05)   Create a flowchart that outlines the FACPAC process, which also includes resource documents

(3.06)   Create an overview of the Planning Process with a timeline and resources. Add appendix for resources

(3.07)   Create a list of board meeting agenda items and signatures before and after each stage, including timing

(3.08)   Eliminate or reduce the considered "extra" steps in the Facilities processes

FACPAC Recommendations

(4.0)   Update the FACPAC training documentation to make it user-friendly. Include page numbers and hyperlinks

(4.01)   Allow districts to submit a board-signed contract contingent on KDE's approval

(4.02)   Create an alert or hard stop within FACPAC that informs the user to include attachments

(4.03)   Exempt school building materials from sales tax

BG Process Recommendations

(5.0)   Simplify the BG process - Combine BG-1 & BG-3

(5.01)   Simplify the BG process – Allow the BG-4 & BG-5 to be submitted simultaneously

(5.02)   Allow ESSER funds to be used for ventilation

(5.03)   Eliminate the need for KDE to ask for documentation for unusual fund sources

Funding Recommendations

(6.0)   Change the nickel process to make it more manageable

(6.01)   Change allowable tax rates (i.e., 4% to 6%) with additional 2% restricted to Facilities

(6.02)   Needs-based facilities grant at the state level

(6.03)   Adjust SEEK formula. Current .30 cents local efforts do not change when tax rates change

(6.04)   Facilities in the CFR process. The District should be able to attest to the funds available

KFICS Recommendations

(7.0)   KDE should provide funds to districts to assist with KFICS completion

(7.01)   Hire 3rd party architects when the DFP is due and complete both processes together (DFP & KFICS)

(7.02)   Enforce KFICS participation by using a similar approach that was taken to complete SB1 (2019)

Facilities Task Force Recommendations

(7.03)   Integrate the technical systems such as FACPAC and KFICS
(7.04)   Automate the DFP process

DFP Recommendations

(8.0)   Extend the DFP process to longer than four years, i.e., six years
(8.01)   Provide a template with a standard language for the DFP with building codes, etc.
(8.02)   Publish an annual list with all the districts with a DFP due during each evaluation cycle. It should include district name, Superintendent, and KDE contact

LPC Recommendations

(9.0)   Assess actual voting. Use the student enrollment numbers in the District
(9.01)   Adjust the LPC membership numbers based on district size
(9.02)   Add a breakdown of the number of students to simplify the table. District's voter numbers differ
(9.03)   Define the interpretation of school centers to determine how many are representative of school centers and numerically group them
(9.04)   Committee members must live within the county. Eliminate the need for exemptions for non-resident employees

Planning Manual Recommendations

(10.0)   Clarify the language and update it periodically to keep current with needs and requirements
(10.01) Create focus groups for writing the manual to include SFCC, include all district sizes
(10.02) Add hyperlinks to the manual for easier access to resources
(10.03) Review various data sources as there is stagnation, growth, and decline in student population
(10.04) Additional space consideration is needed for innovation areas such as Resource Officer, special education, preschool, childcare, or English language learner (EL & ML)
(10.05) Add the square footage for high school renovations; many ATC centers are needed
(10.06) Address renovations of athletic facilities as bondable projects due to the significant expense

Property Acquisition

(11.0)   Reduce KDE participation in the process

Facilities Task Force Recommendations

(11.01) Create checklists; one for new school development and one for incremental property for an existing school

(11.02) Allow the process to be managed locally, as most districts can handle it on their own. Involve KDE only when necessary

(11.03) Recommendation KDE put a broad statement in the DFP. In the past, they had a broad statement that worked

(11.04) Allow more flexibility on long-term projects such as purchasing land for campus development

(11.05) Review and update (if necessary) the property acquisition requirements

(11.06) Eliminate the need for KDE to review deeds

(11.07) Have different requirements for a new school vs. purchasing an existing one

(11.08) Create a different process for small acquisitions

Additional recommendations added by Career and Tech & Task Force Members

- ✓ **Career Tech** - Remove CTE references from the KDE model program specs (this will require regulatory   amendments).
- ✓ **Career Tech** - Defer ALL CTE facilities reviews to OCTE. This will allow OCTE to review all programs pursuant to the CTE Facilities Manual and treat all program reviews the same, regardless of program location.
- ✓ Allow the use of restricted funds to hire additional help such as a "Construction Manager."
- ✓ Allow the districts to decide what size their athletic buildings should be (new construction) if funds are available.