

Facilities Engagement and Research
Activity Terms for Discussion Purposes (Defined internally)

- Educational Adequacy Analysis: An expandability study to address potential future expansion, repurposing, and programming to identify space deficiencies and educational inadequacies; review of existing open areas, zoning diagrams, and building circulation to analyze function; will be compared to a list of programmatic needs developed by District staff; will include conceptual site plans and floor plans in support of current and projected needs
- Election: The General Primary election is on March 15, 2016; if the Board wants to put forth a question to the community, it could happen during this election / There is a Board election (four seats) in April 2015
- Facilitating Team: The core group who will be planning research and engagement opportunities
- Facilities Assessment: A comprehensive (600-point) audit of each District school being conducted by an outside firm in November and December 2014
- Facilities Master Plan: The Facilities Assessment, Life Safety Review, Educational Adequacy Analysis, and staff facilities surveys are the main data sources being used to develop a Facilities Master Plan, which will provide an overview of all schools' buildings and grounds; will include a 5- to 10-year outline of anticipated / scheduled repair and maintenance work
- Focus Group: A gathering of 8-12 stakeholders with a facilitator and note-taker for the purpose of gaining qualitative information; participants may be specifically selected to represent various stakeholder groups
- Information Night: An event welcoming the community for a presentation; may include Q&A and/or pre- and post-session feedback (exit slips); different from a workshop in that the set-up is designed for sharing more than listening
- Interview: An in-person and typically one-on-one discussion to collect qualitative input; anticipated use with select community leaders and/or as a follow-up with select phone poll participants
- Online Survey: An internet-based survey of stakeholders (i.e. through SurveyMonkey) that may be open to any community member or targeted to a specific group of stakeholders
- Paper Survey: A paper-based survey of stakeholders that may duplicate an online survey and made available for those without online access or a separate survey mailed to the community
- Phone Survey: A survey conducted over the phone by staff of the partner firm; participants are randomly selected within representative groups or specific parameters
- Staff Meeting: A presentation of information and/or a Q&A session specifically for District staff; possibly held during a normally scheduled staff meeting
- Town Hall Meeting: An event welcoming the community to ask questions of a panel of individuals (i.e. Board members or Facilitating Team members) with panelists immediately answering questions; there is typically no set agenda
- Workshop: An event welcoming the community for an interactive, hands-on session; may include Q&A and/or pre- and post-session feedback (exit slips); different from an Information Night in that the set-up is designed for listening as much as sharing