

**Sultan School District No. 311**  
**CITIZENS FACILITIES ADVISORY COMMITTEE (CFAC)**

**BOARD CHARGE TO COMMITTEE**

Convene and create a Citizens Facilities Advisory Committee plan for recommendation to the school board:

1. Review the OSPI study and survey from 2015.
2. Review student enrollment projections.
3. Tour and review physical conditions of existing school and non-school facilities.
4. Review space and service standards for the District's school facilities, including the role of portable classrooms in the district.
5. Validate the existing space and service standards or suggest new standards.
6. Review the existing attendance boundaries between elementary schools and recommend changes as needed.
7. Forecast the need for and recommend any changes to the configuration or composition of our existing physical inventory of buildings and space to include but not be limited to:
  - a. Construction of new school/schools and non-school facilities.
  - b. Expansion of existing school/schools and non-school facilities.
  - c. Modernization of existing school/schools and non-school facilities.
  - d. Identifying short and long-range district technology needs (2019-2025).
  - e. Acquiring new building sites.
  - f. Identifying other school and non-school facility needs such as life safety, disability access, site work, and deteriorated or obsolescent systems in need of replacement.
8. Create the Plan, which includes a list of the capital projects the District should undertake. The Plan shall include a detailed recommendation of the priorities the district should concentrate on over the next six years, indicating the type of project, cost, potential source of funds, and the year the project is needed.
9. Analyze the District's ability to pay for any needed capital projects; analyze sources of potential revenue; and develop a viable plan for financing the list of capital projects, including identifying the sources of financing such as state matching funds and bond issues. Provide input on the community's interest to provide financing.
10. Conduct one or more public forums and solicit community input on the Plan, and revise the plan as necessary based on community comments.
11. Provide input on a need for timing of any boundary adjustment.
12. Provide updates at regular intervals as requested by the board.
13. Present the findings, conclusions, and recommendations of the Plan to the Board of Directors in a final report in the fall of 2019.