

**Washington Elementary School District**  
**Strategic Action Plan**  
**2015–2018**  
**Facility Planning and Usage Plan**  
*Updated July 2015*

**Vision:** The Washington Elementary School District is committed to achieving excellence for every child, every day, every opportunity.

**Mission:** The mission of the Washington Elementary School District is student achievement, preparing all students to become responsible, successful contributors to our diverse society.

**Values That Are Relevant to This Plan:**

- We value open and honest communication.
- We value the health, safety and welfare of our students, parents, community and staff.
- We value providing equal educational opportunities for all students to achieve physically, intellectually, emotionally and socially.
- We value teaching and learning that integrate academics, fine arts, health, physical fitness and extracurricular activities in a technologically-enriched environment.
- We value professional development that directly impacts student achievement.
- We value schools that are student-friendly, parent-friendly and community-friendly.
- We value building relationships between each school and the community it serves.
- We value the commitment and contributions of all members of our diverse school community – students, parents, community and staff.
- We value our community, which entrusts us to responsibly manage the fiscal resources of the District.

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Outcome	Strategy/Activity	Party(ies) Responsible	Accountability Measures	Timeline (start/end date)
<b>1.0 Processes</b>				
1.1 WESD is fully engaged in an effective facilities <u>planning</u> process that supports broad-based community involvement.	<ul style="list-style-type: none"> <li>• Develop a proposed facility plan using consultants and District staff who together conduct building assessments, inventory assets, document system life cycles and assess District educational needs, demographics and budget.</li> <li>• Utilize a meeting format to gather and process community input regarding the plan.</li> <li>• Create and implement a communication plan to ensure that all citizens have accurate and current facility plan information.</li> </ul>	<ul style="list-style-type: none"> <li>• Director of Facility Planning</li> <li>• Director of Capital Projects</li> <li>• Director of Academic Support Services</li> <li>• Director of Management Information Systems</li> <li>• Consultants</li> </ul>	<ul style="list-style-type: none"> <li>• List of participants</li> <li>• Artifacts to support communication plan, including e-newsletter</li> </ul>	2015–2018
1.2 All WESD sites are fully engaged in an effective facilities <u>usage</u> process that supports broad-based community involvement.	<ul style="list-style-type: none"> <li>• Educate internal staff as to the potential benefits of community facility usage.</li> <li>• Develop community use charges that pay for all usage-related costs, including maintenance and energy.</li> <li>• Work with WESD’s Management Information Systems Department to build a new facility use online system to better manage all aspects of facilities and streamline processes for all users and approval supervisors.</li> </ul>	<ul style="list-style-type: none"> <li>• Enrichment Program and Facility Use Coordinator</li> <li>• Director of Academic Support Programs</li> </ul>	<ul style="list-style-type: none"> <li>• Artifacts to support communication plan, including e-newsletter, training packet and registration</li> <li>• Evaluation of new system by pilot group</li> </ul>	2015–2018
1.3 WESD schools are utilized as the hub of the neighborhood.	<ul style="list-style-type: none"> <li>• Develop collaborative relationships with municipal, public and private entities.</li> <li>• Work together as a District to maximize community use of school facilities while still maintaining energy efficiency and cost savings from effective building utilization.</li> <li>• Identify and cultivate relationships with community partners.</li> </ul>	<ul style="list-style-type: none"> <li>• Director of Community Engagement and Marketing</li> <li>• Enrichment Program and Facility Use Coordinator</li> <li>• Director of Community</li> </ul>	<ul style="list-style-type: none"> <li>• List of MOU, IGA, contract, and fee-based facility usage agreements</li> <li>• District-wide calendar of facility usage</li> <li>• Database of community partners</li> </ul>	2015–2018

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			Engagement and Marketing		
<b>2.0 Building Conditions</b>					
2.1	The building condition of each structure on WESD campuses is consistently assessed for structural and safety needs.	<ul style="list-style-type: none"> <li>Pilot a capital planning software program to determine its effectiveness in managing building projects, prioritizing capital projects and generating the capital plan.</li> </ul>	<ul style="list-style-type: none"> <li>Director of Capital Projects and Maintenance</li> <li>Director of Facility Planning</li> </ul>	<ul style="list-style-type: none"> <li>Completed purchase order and receipts</li> </ul>	2015–2018
<b>3.0 Energy Initiatives</b>					
3.1	WESD campuses are energy efficient and recognized as Energy Star qualified facilities.	<ul style="list-style-type: none"> <li>Reduce electric energy consumption in the District by an additional 10 percent during fiscal year 2016.</li> <li>Achieve and maintain Energy Star recognition on each campus.</li> <li>Engage in performance contracting to improve energy efficiency in buildings.</li> <li>Create annual energy goals and strategies for achieving said goals, and support campus energy teams in this endeavor.</li> <li>Update and replace energy management systems in WESD buildings to increase energy efficiency.</li> <li>Establish load shifting programs in WESD buildings to reduce energy costs.</li> </ul>	<ul style="list-style-type: none"> <li>Director of Facility Planning</li> <li>Director of Capital Projects and Maintenance</li> <li>District Staff</li> </ul>	<ul style="list-style-type: none"> <li>Energy bills and reports</li> <li>Energy Star Portfolio Manager reports</li> <li>Completed energy audits and planning documents</li> <li>Completed energy plan</li> <li>Completed purchase order and receipts</li> </ul>	2015–2018
<b>4.0 Student Enrollment</b>					
4.1	WESD student enrollment data are obtained and analyzed; enrollment and other demographic data are used to project future District growth trends.	<ul style="list-style-type: none"> <li>Obtain updated enrollment data, and conduct analysis to determine optimal facility usage in the District.</li> </ul>	<ul style="list-style-type: none"> <li>Director of Business Services</li> </ul>	<ul style="list-style-type: none"> <li>Enrollment and facility planning report to Governing Board</li> </ul>	2015–2018

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<b>5.0 Educational Framework</b>					
5.1	High-performance school facilities, i.e., state-of-the-art, energy efficient facilities that support academic achievement during regular and extended learning times, are created in WESD.	<ul style="list-style-type: none"> <li>• Install solar and alternative energy on campuses, when doing so is cost effective.</li> <li>• Install cutting-edge and proven energy technologies on campuses, when doing so is cost effective.</li> <li>• Educate staff as to the best ways to utilize WESD’s state-of-the-art schools as teaching tools, including use of NEED (National Energy Education Development) training whenever possible.</li> </ul>	<ul style="list-style-type: none"> <li>• Director of Facility Planning</li> </ul>	<ul style="list-style-type: none"> <li>• Energy savings realized</li> <li>• Training packet</li> <li>• Registration</li> </ul>	2015–2018

**Fiscal Resources:**

- M&O Funds
- Civic Center Funds
- Gifts and Donations Funds
- Unrestricted Capital Outlay Funds
- Adjacent Ways Funds
- Soft Capital Allocation Funds
- B Bonds Capital Project Funds
- School Plant-Special Construction Funds
- Utility Rebates and Incentives

**Acknowledgement of Accomplishment (Celebrations):**

- Opening new/remodeled schools
- School sites open during out-of-school-time hours and utilized by a wide variety of users
- Facility Use Coordinator maintains excellent rapport with user groups
- Facility Use Coordinator works purposefully to meet the diverse needs of users
- Grand opening events
- Tours
- Chamber ribbon cuttings
- Building design awards and recognitions
- Media coverage and media tours
- Community and neighborhood celebrations
- Parties for volunteers
- Community support for schools evidenced by a successful bond referendum
- Energy Star recognitions of campuses and the District
- Award dinners, lunches and recognition events

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**Accomplishments to Date:**

- Designed and implemented an energy behavior management program
- Established strategic energy goals
- Benchmarked all campuses in Energy Star Portfolio Manager
- Reduced electric energy consumption by 40 percent from FY2008 – FY2014
- Earned ENERGY STAR awards at 25 campuses
- Conducted a geothermal pilot project at Desert View Elementary School
- Conducted a water conservation pilot project at Washington Elementary School
- Installed cutting-edge water conservation technologies at 29 campuses designed to reduce irrigation use by 20+%
- Completed energy efficiency upgrades to lighting systems at 10 schools, HVAC replacement and controls replacements at two schools and water conservation-based interior plumbing replacements at five schools through a performance contract
- Completed energy efficiency upgrades to exterior lighting at 14 schools and audio/video system upgrades at five schools
- Won APS (Arizona Public Service) solar incentives in December 2011 through the APS Schools and Government Program
- Constructed a new school at Lookout Mountain, which included installation of geothermal HVAC systems in 50% of the building
- Completed the first-in-the-nation Green Schoolhouse Project at Roadrunner Elementary School
- Completed door hardware replacements at nine schools, fire and security system replacements at two schools, intercom replacements at five schools and the addition of speed bumps at one school to improve safety and security for students and staff
- Completed site-wide roofing replacements at two schools, playground equipment replacements at five schools, and site-wide carpeting replacements at one school
- Conducted first energy contest for schools
- Completed solar installations at Mountain View, Sunnyslope , Sunburst, Desert Foothills, Moon Mountain and Roadrunner Schools
- Received various energy and sustainability awards including BOMA, Green Ribbon Schools, 9<sup>th</sup> Annual Red Awards and Arizona Forward's Environmental Education Award
- Completed the construction phase of a 15-year performance contract designed to reduce energy and water use at 29 WESD campuses

**Future Outcomes:**

- Reduce electric energy usage District-wide by an additional 10 percent in fiscal year 2016.
- Achieve Energy Star recognition at 100 percent of WESD's campuses.
- Implement a comprehensive facility and capital planning software program.
- Implement District product and materials standards.
- Implement a standardized sequence of operations, standardized set points and standardized access privileges within digital direct controls software integrated into the District's heating, ventilation and air conditioning systems.
- Implement processes for building assessments and smart building use.
- Implement a campus replacement plan based on building condition.
- Reduce outside water usage by 40 percent.