

## **CAPACITY & DEMOGRAPHIC STUDY Information update**

### **Purpose of the study:**

To address forecasted enrollment trends and identify anticipated future space needs.

### **What has been completed as of October 8, 2017 overview:**

- **June 19, 2017**
  - School Board approved a Demographic & Capacity Study
- **July 31, 2017**
  - School Board approved McKissick Associates Insights to conduct a demographic and capacity study.
- **August 30, 2017**
  - McKissick met with District leadership to set timeline, site visits, and plan data collection process.
- **Sept, 13, 2017**
  - McKissick visited all buildings within the district as part of their site visit and data collection process.
- **Sept 18, 2017**
  - McKissick presented to the board an introduction and overview of the process during it's public monthly board meeting.

### **Why use a company:**

The District will work with a professional firm to develop a feasibility study and examine enrollment forecasts by school, by grade. While the District annually monitors enrollment trends and data, the need for more sophisticated long-term forecasting became apparent as the District considered capital improvements.

The study will include data collected from sources such as the Borough of Huntingdon, Huntingdon County, the U.S. Census Bureau, the Pennsylvania Department of Education, and District records.

The study will also include a physical examination of schools to calculate building capacities and space utilization. The report generated from this study will inform decisions related to addressing the current enrollment and long-term needs of the District.

**The process:**

Collect data as indicated above, establish a stakeholder group to review the data and consider options.

This district-wide building & capacity study is intended to serve as an informational resource for the school board's decision-making process with regard to the following:

- ☒ Documentation of existing conditions including potential future growth or decline in various attendance areas
- ☒ Document District needs and potential actions to be taken by the school board
- ☒ Generation of possible options with cost estimates and potential savings

This planning process is being undertaken in three phases:

1. Baseline existing conditions assessment (capacity/building) (September - December)
2. Option development (November - January)
3. Option refinement (January - April)

**Phase I: Existing Conditions Evaluation (September - December)**

All school system facilities will be thoroughly reviewed to determine instructional capacities and current utilization. Educational goals and community needs will be assessed, with particular attention to the space and design requirements of current and future instructional practices.

Specific outcomes will include:

- ☒ review of recently completed demographic & enrollment information.
- ☒ discussions with local and county planning agencies to determine exact locations of future housing developments
- ☒ forecasting of student populations using local, state and Pennsylvania Department of Education (PDE) supplied demographic information
- ☒ determination of both PDE and district practical capacity of instructional facilities and their comparison with current and projected enrollments
- ☒ evaluation by architects and engineers of the existing physical conditions of the physical plant and all systems at each school building
- ☒ development of a generic educational specification to permit assessment of each district facility regarding appropriateness and suitability in the context of current and potential future educational programs. It is assumed that measure floor plans and other existing drawing documentation will be made available by the School system.
- ☒ provision of a public report and presentation on existing baseline findings including electronic version for web posting

## **Phase II: Option Generation (November - January)**

In this study phase, various options to address issues raised in the first evaluation phase will be proposed by McKissick Associates with some to be developed and refined further. At the conclusion of Phase II, the Board will be provided with a statement of probable costs/savings for the proposed options.

The study team would be charged with generating options for meeting short and long-term facility needs of the school system. Together, these individuals will examine design alternatives, gather additional information, develop cost estimates and refine their ideas. The result will be a series of ranked facility utilization & attendance area options that will be presented to the school board and community for final vote by the school board.

Specific outcomes will include:

- ☐ development of strategic options for accommodating projected student enrollment as well as new and existing programs in the district's facilities
- ☐ development of a numerical ranking tool to permit comparison of options by the school board and public committee
- ☐ summary evaluation of the financial impact of each option; both direct costs and projected operational & staff savings
- ☐ pupil walkability analysis and assessment of potential impact on transportation costs
- ☐ assessment of option's impact on transportation costs/ride times
- ☐ public report and presentation on options including electronic version for web posting

## **Phase III: Development of the Master Action Plan (January - April)**

Phase III will provide the Board with a narrative description of the proposed plan together with estimates of detailed indirect operational cost impacts. It will also outline the next steps to be taken by the Board should it elect to proceed with any of the proposed options.

After the options are reviewed, they will be ranked according to the preference of the school system, and selected options developed in greater detail. Options will be weighed based upon their ability to achieve educational, financial and community goals. This process of thoroughly exploring facility options will result in the formation of a Master Action Plan or "M.A.P." for the school system's building program. The M.A.P. establishes a strategic plan and timetable for implementing the selected options.