

AISS FMP Glossary

Key Terms in the FMP

Updated 01.27.2020

ADA - Americans with Disabilities Act; addresses modifications of facilities to ensure access for persons with disabilities.

Academic Reinvention Projects - New or enhanced academic programs to promote power skill development, increase equitable access to programming, and increase student enrollment.

Attendance Area – The geographical area from which students are assigned a school to attend.

Attendance Area Population - The number of AISD students living within the attendance area of a school (also referred to as “student live-in population”).

Bond Program - The capital improvement efforts associated with funding generated from a local voter-approved tax levy for capital spending.

Campus Advisory Council (CAC) - A campus level advisory council, required by state law that addresses the concerns of school communities.

Capital Cost Avoidance - Strategy that allows the deferral or elimination of projected capital expenditures to improve a permanent structure or aspect of a property.

Capital Improvement - The addition or restoration of a permanent structure or some aspect of a property that will either enhance the property's overall value or increase its useful life.

Career Launch Program - The Early College High Schools with Career Launch Programs are designed to help students successfully transition from high school to college and begin challenging 21st Century careers. This unique model includes grades 9-14, delivers a six-year career focused program aligned with Texas Essential Knowledge and Skills (TEKS), and provides students with real-world work experience through internships in fields connected to their classroom studies. These schools are designed to prepare students for college and careers in the Health Sciences and Technology disciplines. Graduates are prepared to enter their chosen field or continue their education in pursuit of a bachelor's degree.

Comprehensive Project - Comprehensive projects seek to provide substantial work through levels of modernization that are aligned to conditions. “Modernization” means bringing an existing building up to “like new” conditions consistent with AISD design standards for new construction projects. Modernization of an existing campus includes a comprehensive update to, or replacement of, all building systems, equipment, and furnishings in addition to comprehensive site work improvements and all work required to address building code compliance. In addition to comprehensively address physical issues, these projects also address the suitability of the building to serve as a state-of-the-art school for students and staff.

Overall, a comprehensive project may involve major renovation work and/or full replacement of a building depending on assessment results. As best as possible, projects are defined according to current

conditions to be sensitive to not over-scoping a project. Thus there are various ranges of work identified to serve as a budgeting tool. Overall the intention of the comprehensive projects are to deliver modernized learning environments to all AISD facilities over time.

Consolidation - When a school attendance area and program are combined with another attendance area. There will be a separate process to determining programming, leadership, etc. and a future action taken by the Board of Trustees.

Core Spaces - Large areas within a building that are utilized by most students throughout the school day, i.e., cafeteria, gymnasium, library.

Deficiency - A building or system deficiency is an item or condition that is considered sub-standard or does not meet current standards or building codes, typically identified during an assessment and categorized by a level of rating and cost to correct.

Demographic Projection - AISD contracts annually with a third party consultant to develop and analyze demographic data and identify trends occurring within the community and how these trends may affect future student populations. The analysis includes a ten-year student population projection by attendance area.

Educational Suitability - An assessment of a facility to evaluate how well the campus is equipped to deliver the instructional program. The Educational Suitability Assessment ("ESA") score measures the degree to which the facility supports teaching and learning considering the exterior and site, academic spaces, support spaces, future-ready spaces, library and media center, security, technology, storage, fixtures, furniture and equipment, environmental quality, and controllability of lighting and HVAC systems.

Educational Specifications (Ed Specs) - Guiding documents developed by school districts that outline a district's facility standards, addressing space requirements (square footage and spatial relationships), equipment and technology needs, and any special features on campus.

Enrollment - The number of students attending a school.

Facilities and Bond Planning Advisory Committee (FABPAC) - A group of residents appointed by the Board of Trustees to make recommendations on long-range facilities planning.

Facility Condition Assessment (FCA) - A process that is used to understand the deficiencies of a facility. It is conducted by a team of architects and engineers of various disciplines. The FCA is performed using existing data, facility staff interviews, facility walk-through assessments, analysis, and cost estimating.

Facilities Master Plan - A plan that outlines the current status and future use of district facilities, guides the development of future capital improvements, and supports planning for future bond elections. It is a living document and will be reviewed through a recommended cycle.

FCA Score - An indicator of the condition of a campus relative to other campuses. It is derived from the Facility Condition Index (FCI) which is equal to the cost to maintain, repair and replace deficiencies of a facility divided by the current replacement value of the same facility. FCA Score is equal to 100 minus the FCI and the lower the number, the closer the costs to repair are to the cost to replace the facility.

FF&E (Furniture, Fixtures, and Equipment) - The moveable equipment that is used by the occupants inside a facility, including student furniture and computers.

FMP Option - Initial FMP project options were presented to the FABPAC for consideration, developed based upon the application of the Planning Strategies and use of objective data by AISD facility planning consultants. These options were reviewed and modified by the FABPAC into recommendations.

Frozen Schools - Each year, Austin ISD determines which schools should be frozen to transfers because they have, or are expected to have, enrollments that exceed their capacities. Also, some schools are frozen to maintain stability in tracking patterns.

Full Modernization - An existing school may be replaced and/or restored to “like new” and modern conditions, transforming it into a fully modernized school serving the requirements of 21st-Century learning, may increase school capacity if necessary.

Guiding Principles - Board-defined precepts that are most important to the district in the development of the Facility Master Plan. All of the guiding principles are deemed important by the Board, and they are not listed in any particular order in this document.

Hard Costs - The direct costs associated with a construction project and often referred to as “brick-and-mortar-costs.” These can include the excavation of a site, the materials used, and the labor used to put the materials into place such as carpenters and plumbers. These costs vary by market.

HVAC - Heating, Ventilation, and Air Conditioning.

Impervious Cover - Any type of surface that will not allow rainfall or runoff to soak into the ground (e.g. pavement or buildings). Local ordinances may limit impervious cover in developments for environmental protection or runoff control purposes.

Modernization - Bringing an existing building up to “like new” conditions consistent with AISD design standards for new construction projects. Modernization of an existing campus includes a comprehensive update to, or replacement of, all building systems, equipment, and furnishings in addition to comprehensive site work improvements and all work required to address building code compliance.

M&O - Maintenance and Operations; school funding that pays for day-to-day administrative and operational costs. Costs associated with operating a school facility including administration, custodial and maintenance supplies and staffing, and food service.

New School Construction - A new school may be built to reduce overcrowding or to accommodate an academic program.

Overcrowded - A school enrollment that is greater than ~~445%~~110% of permanent capacity. [Revised 01.27.2020; Effective SY2020-21]

Partnership - A relationship between a school and another entity for the purposes of sharing of space amongst a school and a community through a formal partnership and can vary in the services provided and/or uses of the school spaces.

~~**Permable** - A portable classroom that may be counted as permanent space (up to 8 classrooms) due to particular circumstances at a location, including:~~

~~1. Four or more portable classroom buildings (the equivalent of an 8-classroom addition) have been in continuous service at a campus for 12 or more years (the equivalent of two, six-year bond program cycles, which would have enabled a needed classroom addition to have been constructed); and~~

~~2. There is no feasible way of constructing a classroom addition at a school campus due to site size limitations, floodplain or topographic factors, or impervious cover limitations.~~

~~This FMP aims to provide all needed capacity within the permanent building(s) so that every student learns in fully modernized facilities. Further study is needed at certain school locations to determine if there is room on-site to provide appropriate capacity within permanent buildings.~~

Permanent Capacity - Used for long-term planning purposes, permanent capacity is the number of students the school facility is designed to accommodate within the permanent structure(s). The district calculates the permanent capacity of a school ~~using the following methodology: by counting the number of classrooms and multiplying by an average student class size and an efficiency factor.~~ Permanent capacity does not incorporate temporary or portable classrooms, but only permanent space. [Revised 01.27.2020; Effective SY2020-21]

The following describes the permanent capacity methodology for **elementary schools**:

1. Count educational spaces greater than 600 sf.
2. Remove all non-capacity generating spaces. The number of non-capacity generating spaces is based on the number of studios, and is typically 1 or 2 of each of the following types:
 - a. Art
 - b. Music
 - c. Maker Spaces, and
 - d. Student Support – allows space to provide additional support for students including tutoring, mentoring, instructional support, etc.

These types of spaces are only removed from the calculations for schools that were constructed before the 2017 Educational Specifications.

Schools designed under the new Ed Spec consider these uses within a variety of non-studio spaces

3. Calculate the number of Special Education Studios needed based on the number of 8-studio neighborhoods.
4. All remaining spaces are considered General Education Studios and are calculated at 22 students per studio.
5. Add all Special Education and General Education Studio capacities for the total capacity of the school.
6. Flag those schools where the square footage of the gymnasium and/or cafeteria are undersized based on Educational Specifications.

Note: Using the annual utilization survey, additional consideration will be given to schools where a number of classrooms are utilized for approved non-school uses (e.g. district staff, educational partners) – however the permanent capacity will not be reduced.

~~1. Count the total number of permanent classrooms.~~

~~2. Subtract the number of classrooms used for special areas such as music, art, and physical education (generally three to seven classrooms based on staffing ratios).~~

~~3. Multiply the result by 22 (average class size).~~

~~4. Multiply by the efficiency factor (95% for regular schools and 85% for Title 1 schools).~~

The following describes the permanent capacity methodology for **secondary schools**:

~~1. Count the number of permanent classrooms.~~

~~2. Multiply the result by 28 (average class size).~~

~~3. Multiply by the efficiency factor (75% for regular schools, 70% for Title 1 schools).~~

1. Count educational spaces greater than 600 sf.
2. From the total number of educational spaces, count the number of spaces that are *not* part of the learning neighborhoods:
 - a. Middle Schools, typically, 8 Fine Arts Labs and 2-4 specialized CTE Labs (if designated), and
 - b. High Schools, typically, 9 Fine Arts Labs and 4-8 specialized CTE Labs
3. Although counted for student capacity, Fine Arts and specialized CTE spaces do not apply when calculating the number of Learning Neighborhoods.

Determine the number of Learning Neighborhoods by counting the remaining spaces and dividing by 8.
4. Provide one Student Support room for every three Learning Neighborhoods.

Student Support rooms allow for space to provide additional support for students including tutoring, mentoring, instructional support, etc. These types of rooms are only removed from the calculations for schools that were constructed before the 2017 Educational Specifications. Schools designed under the new Ed Specs consider these uses within a variety of spaces that are not necessarily 600 sf or more. Student Support spaces are non-capacity generating spaces.
5. Calculate the number of Special Education Studios needed based on the number of Learning Neighborhoods. Provide one Special Education Studio per neighborhood, plus one additional Special Education Studio, specifically for Life Skills classes. Special Education Studios are calculated at 10 students per studio.
6. All remaining spaces are considered General Education and are calculated at 28 students per studio.
7. Add all Fine Arts, CTE, Special Education and General Education capacities for the total capacity of the school.
8. For all schools that were constructed before the 2017 Educational Specifications, multiply the number of students by 75% efficiency factor to provide educators a “one-in-four” planning period.

Schools designed under the new Ed Specs will have Professional Learning Centers for educators use during planning periods, creating an efficiency factor of 88%.
9. Flag those schools where the square footage of the gymnasium and/or cafeteria are undersized based on Educational Specifications.

Note: Using the annual utilization survey, additional consideration will be given to schools where a number of classrooms are utilized for approved non-school uses (e.g. district staff, educational partners) – however the permanent capacity will not be reduced.

Planned Capacity - The number of students a project should be designed to accommodate.

Planning Cluster - A small group of schools at a common level (elementary, middle, or high schools) within a small geographic area that were established by the Planning Team and the FABPAC as a tool to support the analysis of localized issues. For example, challenges of overcrowding or under-enrollment must be considered within the context of potential boundary changes that might relieve overcrowding in one school by making use of excess capacity in a nearby under-enrolled school.

Planning Strategy - The FABPAC and the planning team established a set of Planning Strategies to serve as “ground rules” for planning. These were designed to put the established Guiding Principles into action and guide project recommendation development, sequencing, and priorities in the long-range plan and ensure that the plan’s recommendations are realistic, align with AISD values, and do not significantly impact District operations while implemented.

Portable/Temporary Building - A building designed and built to be movable rather than a permanent structure. A typical portable building in AISD contains two classrooms.

Project Type - A classification of construction work that is combined into one cohesive project and intended to inform rough order of magnitude cost forecasting. Includes comprehensive projects and targeted projects.

Renovation - Major restoration work to an existing school campus to “like new” and modern conditions, transforming it into a fully modernized school serving the requirements of 21st-Century learning, may increase school capacity if necessary.

Replacement - Demolish and rebuild a school campus as a fully modern facility serving the requirements of 21st-Century learning, may alter school capacity if necessary. This project type is for schools where there is enough assessment data to reasonably determine a replacement of the school is necessary.

Repurposing - Adapting and using a facility for a different use than its current use to align facility resources to the Strategic Plan Goals and the Board priorities.

Recapture - Chapter 41 of the Texas Education Code also referred to as “Recapture” or the “Robin Hood Plan” requires school districts that are property wealthy to share their wealth with school districts that are property poor. AISD is considered a property wealthy district, which means that for every \$1 of tax revenue AISD brings in, approximately 40 cents has to be sent to the State of Texas.

Recommendation - The FMP Update classifies each facility as requiring a predicted future category of project work which then allows for a formal bond planning process to follow the FMP. Categories of work were assigned following a review of the FCA and ESA assessment detail, recently completed or planned 2013 Bond Project work, and general floor plans and configurations of each campus.

Rough Order of Magnitude (ROM) - An early estimate of project costs when the scope and detailed requirement have not been fully defined.

Site - Geographical location of a school's building[s]. Some sites have constraints such as overall size, topography, or impervious cover limits.

Soft Costs - Generally refers to a collection of costs added to the hard construction costs and may include items like professional fees, construction testing and permitting, contingencies, or administrative costs.

Swing Space - Space that is either available in a surplus district facility or built within temporary buildings that is used to temporarily house students or staff from a facility that is undergoing renovations or construction.

Systems Upgrade - A near-term effort for a limited range of building systems in advance of a major project. Examples include air conditioning, lighting, roofing, etc.

Targeted Project - There are some schools that either will not require a comprehensive project within the FMP timeframe because it is newer and in better condition or may require an interim, more specific investment when its comprehensive project is scheduled later in the FMP. Examples include system upgrades like HVAC, capacity additions, or spaces to support Academic Reinvention Projects.

Target Utilization Plan - Recommended for school communities to address the pattern of declining enrollment below ~~75%~~85%. The purpose is to encourage and support efficient utilization of school facilities so communities have more real-time information, involvement in, and understanding of the status of their schools. This will also allow time to address and assess under-enrollment in a proactive manner.

Under	Below 75%
	75-84.9%
Target	85-109.9%
Over	110-124.9%
	125-149.9%
	Above 150%

[Revised 01.27.2020; Effective SY2020-21]

~~As such, AISD is developing a structured process with milestones and data to support campus' efforts to grow enrollment and this process will be vetted with District and school leadership.~~

~~The Target Utilization Plan is a new concept developed during the FMP process. In the fall of 2017, additional schools may be identified for a Target Utilization Plan.~~

Under-enrolled - A school enrollment that is less than ~~75%~~85% of permanent capacity. [Revised 01.27.2020; Effective SY2020-21]

Utilization - To be good stewards of resources, AISD aims to operate schools with a student enrollment in the range of ~~75 to 115~~85 to 110 percent of its permanent capacity. Permanent capacity is the number of students the school facility is designed to accommodate within permanent structure(s). Permanent capacity does not incorporate capacity provided by the use of portable classrooms ~~(except in specific, limited cases).~~ [Revised 01.27.2020; Effective SY2020-21]

Vertical Teams - A group of campuses consisting of a high school, middle schools, and elementary schools that are linked together by common programming, for example, Fine Arts. They are named after the high school and do not necessarily reflect how students track by assigned attendance boundary.