



STATE OF HAWAII
DEPARTMENT OF EDUCATION
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OFFICE OF THE SUPERINTENDENT

November 21, 2019

TO: The Honorable Kenneth Uemura
Chairperson, Finance and Infrastructure Committee

FROM: Dr. Christina M. Kishimoto
Superintendent

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SUBJECT: **Committee Action on Department of Education's priority criteria for executing Capital Improvement Program projects (FIC Strategic Priority 2)**

Executive Summary

As part of the Board of Education, Finance and Infrastructure Committee's (FIC), Strategic Priority 2, the Department of Education (DOE) is tasked with drafting the Capital Improvement Program (CIP) execution criteria to determine priority order on how it will execute CIP projects to ensure equity for schools with the greatest socioeconomic and academic needs, as noted in the August 15, 2019 meeting agenda item:

http://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/FIC_20190815_Action%20on%20work%20plan%20and%20timeline%20for%20FIC%20Priority%202%20%281%29.pdf

A new prioritization methodology establishes a process to define and align projects with the DOE's strategic plan using an established prioritization criteria. This process will provide for better long range planning and programming of CIP projects.

History of Subject Matter

The August 15, 2019 FIC Meeting established the framework for creating a CIP prioritization methodology identifying this draft submittal.

Purpose of Report

This draft CIP priority list and methodology is a deliverable of the work plan presented in the August 15, 2019 FIC meeting.

List Key Issues

The programming of CIP projects does not clearly articulate the long range goals of the DOE to provide equitable facilities. The current practice largely focuses on the identification of projects for inclusion in the upcoming biennium budget request. Current planning practices do not explicitly provide for equity on any measurable basis, rather, addresses facility needs where they are known to be deficient.

Discuss any financial impact evident in subject matter

The CIP facility needs continue to exceed available funding. The proposed prioritization method would better define long range goals and provide a more focused approach to defining critical needs, thereby, making effective use of available funds.

Describe any community or public engagement

A series of meetings were held between 2017 and 2019 with stakeholders statewide to develop the Facilities Master Plan Guide (FMPG). This effort identified improvements deemed necessary as viewed at the school and community levels. The information was curated by the DOE facilities planning team and compiled into a data book for use in future planning efforts.

Provide a recommendation if action is required

The DOE recommends approval to implement the proposed CIP prioritization process.

Proposed Prioritization Criteria

The DOE's approach to prioritizing CIP projects consists of three parts, defining the long term vision, establishing near term goals, and executing immediate priorities.

The DOE's long term vision is articulated in the Equity and School Design promises of the Promise Plan. Facilities Development Branch will assess the functional adequacy of our schools, drawing from the needs identified in the FMPG, as appropriate, identifying areas that need improvement to meet our educational mission. This assessment will establish a baseline condition for the basic requirements of capacity, health and safety, regulatory compliance, support of the educational program, and repair and maintenance, from which facility planning will be based upon.

The vision will be programmed for implementation over a six year horizon to coincide with the biennial six year budget plan. The basic campus needs would be prioritized over the six year term and will form the basis for an execution plan. This plan will be revisited at the close of each biennium to evaluate the DOE's progress, the efficacy of preferences, or account for any new or changing priorities and adjusted as needed to conform with the long term vision and to inform long-range planning (i.e., ten years and beyond).

DOE planning staff is currently developing the six year plan for the upcoming biennium. This plan will provide the DOE and the Board of Education information that they can use to engage with legislators, the Governor, and other constituents to inform and advocate for the prioritized projects and funding.

A draft of the six year plan, with the applied criteria, will be presented to DOE's Complex Area Superintendent and Leadership team in the spring of 2020 for review and feedback. The vetted plan will then be brought to the BOE for adoption at the first FIC meeting of 2020-2021 school year.

The criteria addresses several key factors and assigns a score to each one. Once all of the proposed projects are ranked, and additional review to add preference for need (e.g., socioeconomic, academic) will be done. The added preference will be applied by looking at school projects in each factor and prioritizing them to the top of the list for that factor. Definitions, scoring guidance, and preference reviews will be part of the implementation plan once the proposed criteria is approved. The criteria is proposed as follows:

Factors	Score
Removes imminent threat to health or safety	20
Response to federal, state, local regulatory or mandated requirements	20
Alleviates substandard conditions or deficiencies	15
Provides added capacity to serve growth	15
Improves level and quality of services	15
Extends the useful life of current capital assets (facilities and infrastructure)	10
Is a continuation of an existing project (need for additional funds/resources)	5
TOTAL	100

Individual projects needed to achieve the near term goals will be defined and requested under the biennial budget. Prioritization of projects at this level is largely done to facilitate design and construction schedules. All viable projects will be executed to avoid the lapsing of funds.

CMK:jhc

c: Office of Facilities and Operations
Facilities Development Branch