

Long Range Facilities Planning Committee

Overview & Norms

July 2026

Overview & Purpose:

The Long Range Facilities Planning Committee (LRFPC) is a standing committee directed by the Lakeland Joint School District (LJSD) Board of Trustees. Members of the LRFPC will work directly with the Superintendent.

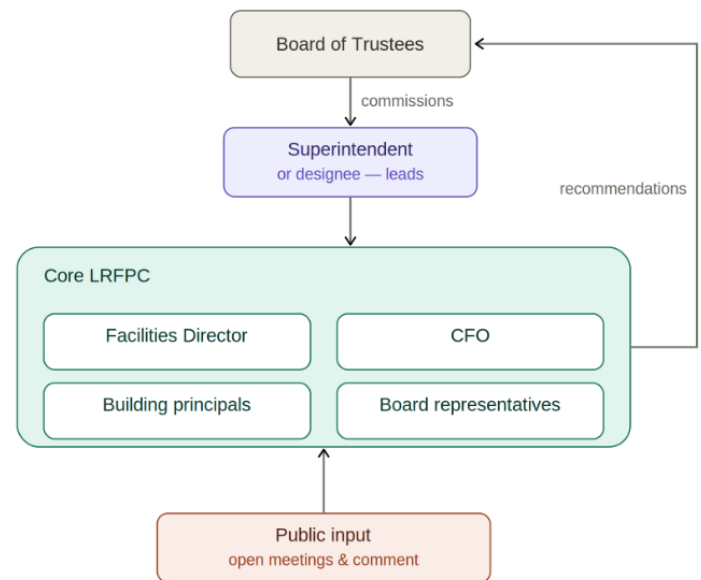
The purpose of the LRFPC will be to establish and maintain a two (2), five (5) and ten (10) year plan for facilities in the LJSD. To support the work, the LRFPC will establish guiding principles for decision making, identify the core areas that will make-up our facilities plans, and may create sub-committees to complete research or planning on any given topic that contributes to the overall plan.

Team Composition:

The LRFPC will be led by the Superintendent or designee. It is likely that, because of the nature of the work, the Facilities Director, CFO and various building principals will be very involved in the processes, especially at the sub-committee level when specific school buildings are being discussed. The Facilities Director specifically will play an integral role in the LRFPC and will likely lead many sub-committees.

Trustees of the Board will always be invited to attend and encouraged to participate. Board-designated representatives will be included as members of the core LRFPC, and would be expected to participate regularly and keep track of the progress of the group. Members of sub-committees will be chosen by the core LRFPC.

All LRFPC meetings will be open to the public, and open for public comment & participation. Because public attendance varies greatly meeting-to-meeting, it will be the core LRFPC that will be responsible to bring formal recommendations to the board, with input from any public comment/participation along the way.



Meeting Times & Operations:

The LRPFC will follow the same meeting time frame as board meetings: 6:00 on a week night. Sub-committees of the LRPFC will meet at various times chosen by the members of the subcommittee.

LRPFC meetings will have an ongoing agenda, with minutes produced for each meeting to be presented to the Board of Trustees during the regular monthly board meeting when minutes are available.

Generally, the LRFPC will meet on a quarterly basis. During periods of time where there is an identified need, the committee may meet more frequently. For example, in order to get a strong start, the LFPC *could* begin by meeting monthly to establish norms for the group, create subcommittees, and follow up on their work.

Focus Areas of the LRFPC and Facilities Plan:

Some focus areas of the LRFPC and the Facilities Plan would be:

Construction & Maintenance

- Major facilities renovations & projects
- Projects to address capacity of students (ie: additions, portable classrooms)
- Preventative maintenance projects (ie: roofs, carpets, paint, etc)

Attendance Zoning & Long-Term Facilities Strategy

- Annual evaluation of attendance zones and building utilization
- Two (2), five (5) and ten (10) year plans based on increasing enrollment and decreasing enrollment. (ie: if enrollment increases, bond for a new school; if enrollment decreases, closing a school)

Other

- Any other projects relating to facilities or utilization of school buildings as directed by the Board or identified as a need by the Superintendent.

Mission:

The Mission of the Long Range Facilities Planning Committee is to guide the responsible planning, maintenance, and long-term development of Lakeland Joint School District's facilities so that every building supports student learning and reflects the community's investment.

(Draft) Guiding Principles:

- **Students first.** *Facilities decisions are ultimately about learning. When weighing options, the committee prioritizes the safety, health, and educational needs of students and the staff who serve them.*

- ***Plan with data, not just instinct.*** Recommendations are grounded in evidence—enrollment trends, building utilization, condition assessments, and cost projections—rather than assumptions or short-term pressures.
- ***Steward the community's investment.*** Every recommendation weighs long-term value and total cost of ownership, balancing current needs against future obligations and respecting the trust taxpayers place in the district.
- ***Think long-term.*** Decisions are evaluated against their two-, five-, and ten-year implications, favoring solutions that remain sound as enrollment and community needs change over time.
- ***Plan in the open.*** The committee works transparently, invites public participation, and brings clear, well-documented recommendations to the Board so that decisions can be understood and trusted by the community.