PUBLIC SCHOOL FACILITIES ELEMENT
GOALS, OBJECTIVES, AND POLICIES

Goal 1: [PS] (EFF. 6/6/08)
PUBLIC SCHOOL CONCURRENCY

Recognizing the obligations of Article IX of the Florida Constitution, make available public school facilities consistent with the adopted level of service standard.

Objective 1.1: [PS] (EFF. 6/6/08)
LEVEL OF SERVICE

Ensure that school capacity is sufficient to support student growth at the adopted level of service standard in the five-year planning period, is financially feasible by the end of the five-year planning period, and is sufficient through the long term planning period.

Policy 1.1.1: [PS] (EFF. 6/6/08)
COORDINATING AND SHARING OF INFORMATION

The School Board shall annually submit the educational facilities report and plan to the City and the County. The plan will be consistent with the requirements of §1013.35, F.S. Within 45 days of the School Board's annual workshop, the City and County shall review the plan and send any comments to the School Board, including any objections to adopting the plan into the annual capital improvements update of the comprehensive plan. The educational facilities report and plan will serve as a basis for adoption of annual five-year school capital improvement amendments adding a new fifth year, incorporate an updated financially feasible public schools capital facilities program, and will be consistent with the five-year district facilities work plan.

Policy 1.1.2: [PS] (EFF. 6/6/08)
LEVEL OF SERVICE STRUCTURE

All new residential development shall be reviewed to ensure that adequate school capacity will exist within three years after the issuance of a final site and development plan approval for the residential development, in order to support the additional student growth at the adopted level of service.

Policy 1.1.3: [PS] (EFF. 6/6/08)
SCHOOL CONCURRENCY AREAS

The School Concurrency Service Areas shall be coterminous with the school attendance zones for each school, as adjusted by the School Board.

Policy 1.1.4: [PS] (EFF. 6/6/08)
ENSURING SCHOOL CAPACITY

School concurrency shall be applied on a less than district-wide basis through the attendance zones for each school. Development may proceed if the level of service standard is exceeded for a project, but capacity exists in one or more contiguous school attendance zones provided that transportation restrictions do not exist.

Policy 1.1.5: [PS] (EFF. 6/6/08)
ADJUSTING SCHOOL CONCURRENCY AREAS

The School Board will optimize use of student capacity at each school to the greatest extent practicable, based on the adopted level of service and the total number of permanent student stations available according to the FISH inventory, taking into account special considerations such as core capacity, special programs, transportation costs, geographic impediments, and class size reduction requirements to prevent disparate enrollment levels between schools of the same type (elementary, middle, high). The School Board may adjust the school attendance zones as needed to comply with state and federal mandates and other programs and to maximize capacity utilization. The adjustment of school concurrency service areas will follow the School Board's changes to school attendance zones and the process established in the Public School Concurrency and Facilities Planning Interlocal Agreement.

Policy 1.1.6: [PS] (EFF. 6/6/08)
LEVELS OF SERVICE

The level of service established for Elementary schools is 100% of Florida Inventory of School Houses (FISH) capacity.

The level of service established for Middle schools is 100% of Florida Inventory of School Houses (FISH) capacity.

The level of service established for High schools is 100% of Florida Inventory of School Houses (FISH) capacity.

Policy 1.1.7: [PS] (EFF. 6/6/08)
MAINTENANCE OF LEVEL OF SERVICE

The School Board will annually compare the number of projected students, calculated based on approved site and development plan applications submitted by the City and County, to available capacity within each school concurrency service area over the five-year period.

Policy 1.1.8: [PS] (EFF. 6/6/08)
CHANGES TO LEVEL OF SERVICE STANDARDS

Proposed changes to the level of service for each school type will be administered through the processes detailed in the Public School Concurrency and Facility Planning Interlocal Agreement.

Objective 1.2: [PS] (EFF. 6/6/08)
CAPITAL IMPROVEMENTS & CORRECTION OF DEFICIENCIES

To ensure that existing deficiencies and future needs are addressed, provide mitigation alternatives that are financially feasible by the end of the five-year planning period in order to achieve and maintain the adopted level of service standard, and include those projects in the five-year schedule of capital improvements.

Policy 1.2.1: [PS] (EFF. 6/6/08)
DISTRICT EDUCATIONAL FACILITIES REPORT AND PLAN

The School District's annual education facilities report and plan will contain the School Board's capital improvement plan, including a financially feasible plan for acquisition, expansion, and construction of facilities with funding for the five-year

planning period, and the educational facilities representing the district's unmet need. This plan will address identified needs and how level of service will be maintained.

Policy 1.2.2: [PS] (EFF. 6/6/08)

COLLOCATION

Collocation and shared use opportunities will be considered by the City and the County when preparing the annual update to the comprehensive plan's schedule of capital improvements and when planning and designing new, or renovating existing, community facilities.

Policy 1.2.3: [PS] (EFF. 6/6/08)

SCHOOL BOARD DIRECTION TO ENSURE SUFFICIENT CAPACITY

If adequate capacity is not available or planned to serve the proposed development at the time of review, the School Board shall specify how it proposes to meet the anticipated student enrollment demand; alternatively, the School Board, local government, and developer may collaborate to find means to ensure sufficient capacity will exist to accommodate the development, such as, developer contributions, project phasing, required facility improvements, etc.

Policy 1.2.4: [PS] (EFF. 6/6/08)

COORDINATION WITH COMMUNITY DEVELOPMENT PLANS

In formulating community development plans and programs, the City and the County will consider giving priority to capital improvements that are coordinated with, and meet the capital needs identified in, the School Board's school facilities plan.

Policy 1.2.5: [PS] (EFF. 6/6/08)

MITIGATION OPTION

If there is not adequate capacity within the schools impacted by a proposed residential site and development plan, the School Board shall consider proportionate fair-share mitigation options, and if acceptable, will enter into a binding agreement with the developer and the City or County, as applicable, to mitigate the impacts from the development through the creation of additional school capacity.

Policy 1.2.6: [PS] (EFF. 6/6/08)

BASIS OF MITIGATION

When the student impacts from a proposed residential development would cause the adopted level of service to fail, the developer's proportionate fair-share mitigation for the development will be based upon the number of additional student stations necessary to meet the established level of service. The amount to be paid by the developer will be calculated utilizing the cost per student station allocations for elementary, middle, and high school, as published by the Department of Education (DOE), and adjusted by the School Board to reflect local conditions, such as land and infrastructure costs.

Policy 1.2.7: [PS] (EFF. 6/6/08)

MITIGATION FORMULA

The following methodology shall be used to calculate the developer's proportionate fair-share mitigation amount:

Proportionate Share = (Development Students – Available Capacity) x Total Cost per Student Station

Where:

Development Students =
Students generated by the proposed development that are assigned to the particular school

Available Capacity =
FISH Capacity – (actual enrollment + vested)

Total Cost =
the cost per student station as determined and published by the DOE, adjusted by the School Board to account for land costs and infrastructure costs, as determined and published annually in the School District's Five-Year Capital Facilities Plan

Policy 1.2.8: [PS] (EFF. 6/6/08)

MITIGATION AGREEMENT

The applicant will negotiate an acceptable mitigation option with the School Board prior to approval of the development order, and the mitigation option shall be clarified in a binding development agreement submitted to the County or City, as applicable, for approval.

Policy 1.2.9: [PS] (EFF. 6/6/08)

ACCEPTABLE FORMS OF MITIGATION

The following mitigation options will be acceptable to the City, County, and School Board, as negotiated by the School Board on a case-by-case basis: payment for land acquisition; contribution of land; construction of new, or expansion of existing, public school facilities; contribution of District-owned portable school facilities meeting SREF standards (only in cases where capacity is available in the core facilities of the school); construction of a charter school meeting SREF standards if the mitigation agreement requires the ownership of the charter school to revert to the District upon closure of the facility; and developer-established mitigation banks, including both construction of schools and acquisition of land.

Goal 2: [PS] (EFF. 6/6/08)

SCHOOL FACILITY SITING

Maintain and enhance joint planning processes and procedures for coordination of public education facilities for planning and decision-making regarding public school siting and collocation with other public facilities, supporting the development of public education facilities concurrent with residential development and other services.

Objective 2.1: [PS] (EFF. 6/6/08)

SCHOOL FACILITY SITING PROCESS

To establish a process of coordination and collaboration between the County, local governments, and the School District in the planning and siting of public school facilities in coordination with planned infrastructure and public facilities.

Policy 2.1.1: [PS] (EFF. 6/6/08)

INITIATING SCHOOL SITING PROCESS

The School Board will submit potential sites for new schools and proposals for significant renovation, significant expansion, and closure of existing schools to the staff Work Group created by the Public School Concurrency and Facility Planning Interlocal Agreement.

Policy 2.1.2: [PS] (EFF. 6/6/08)
PARTICIPATION IN SCHOOL SITING

When the Superintendent/School Board identifies the need for a new school, or significant expansion of an existing school, requiring the purchase or lease of land, the school district staff will provide to the staff Work Group information pertaining to the type of proposed school or facility, or expansion thereof, acreage required, geographic boundaries of the area of need, and a listing of activities to occur on the site.

Policy 2.1.3: [PS] (EFF. 6/6/08)
EVALUATION BY WORK GROUP

The staff Work Group, as established by the Public School Concurrency and Facility Planning Interlocal Agreement, will evaluate and make recommendations regarding the location and need for new, significant renovation or expansion, and closures of educational facilities, and the consistency of such plans with the Comprehensive Plan and the Public School Concurrency and Facility Planning Interlocal Agreement.

Policy 2.1.4: [PS] (EFF. 6/6/08)
CONSISTENCY REVIEW

At least sixty (60) days prior to acquiring or leasing property that may be used for a new public educational facility, or initiating the significant renovation or expansion of an existing school, the School Board shall provide written notice to the Planning Department. Upon receipt of the notice, the Planning Department shall notify the School Board within forty-five (45) days if the proposed new school site(s) or the proposed significant renovation or expansion of an existing school is consistent with the land use categories and policies of the Comprehensive Plan.

Policy 2.1.5: [PS] (EFF. 6/6/08)
SITE PLAN REVIEW

At least ninety (90) days prior to commencing construction, the School Board shall submit a site design/development plan to either the City or County Growth Management Department, as applicable. Within forty-five (45) days after receiving the submittal, the City or County Growth Management Department will certify, in writing, whether the proposal is consistent with any applicable provisions of the land development code.

Policy 2.1.6: [PS] (EFF. 6/6/08)
POTENTIAL CLOSURE DETERMINATION

Upon receipt of notice of a potential school closure, the Work Group, as established by the Public School Concurrency and Facility Planning Interlocal Agreement, will issue a report to the Coordinating Committee summarizing the School Board's determination of the need for the closure and the impact on adjacent school concurrency service.

Objective 2.2: [PS] (EFF. 6/6/08)
COLLOCATION WITH OTHER PUBLIC FACILITIES

Coordinate location of public school facilities relative to the location of other public facilities.

Policy 2.2.1: [PS] (EFF. 6/6/08)

COLLOCATION AND SHARED USE

Collocation and shared use of facilities are important to the School Board, the City of Tallahassee, and Leon County. The School Board will look for opportunities to collocate and share use of school facilities and civic facilities when preparing the Educational School Plant Survey. Opportunities for collocation and shared use will be considered for libraries, parks, recreation facilities, community centers, auditoriums, learning centers, museums, performing arts centers, and stadiums. Where applicable, collocation and shared use of school and governmental facilities for health care and social services will be considered.

Policy 2.2.2: [PS] (EFF. 6/6/08)

AGREEMENTS FOR COLLOCATION AND SHARED USE

A separate agreement will be developed for each instance of collocation and shared use that addresses legal liability, operating and maintenance costs, scheduling of use, and facility supervision.

Goal 3: [PS] (EFF. 6/6/08)

COORDINATION OF SCHOOL FACILITY DEVELOPMENT

Maintain and enhance joint planning processes and procedures for coordination of public education facilities for planning and decision-making regarding intergovernmental coordination and coordination of population projections, supporting the development of public education facilities concurrent with residential development and other services.

Objective 3.1: [PS] (EFF. 6/6/08)

INTERGOVERNMENTAL COORDINATION

To establish and maintain a cooperative relationship between the School District, City of Tallahassee, and Leon County in coordinating land use planning with development of public school facilities proximate to existing or proposed residential areas and are complementary with other public facilities.

Policy 3.1.1: [PS] (EFF. 6/6/08)

JOINT MEETINGS

The City Commission, the County Commission, and the School Board will meet at least once every year in a joint workshop session. The joint workshop session will provide the opportunity for the City, the County, and the School Board to set direction, discuss issues and reach understandings regarding issues of mutual concern such as coordination of land use and school facilities planning, including population and student growth, development trends, school needs, off-site improvements, and joint use opportunities.

Policy 3.1.2: [PS] (EFF. 6/6/08)

COORDINATING COMMITTEE

The City, County, and School Board will appoint a Coordinating Committee, as established by the Public School Concurrency and Facility Planning Interlocal Agreement, for oversight of the school concurrency program and the joint planning efforts of the parties. The Coordinating Committee will meet twice per year, synchronizing with the amendment cycles to the Comprehensive Plan.

Policy 3.1.3: [PS] (EFF. 6/6/08)

WORK GROUP

The staff Work Group, as established by the Public School Concurrency and Facility Planning Interlocal Agreement, will formulate recommendations to the Coordinating Committee.

Policy 3.1.4: [PS] (EFF. 6/6/08)

WORK GROUP PURPOSE

The Work Group shall formulate recommendations to the Coordinating Committee regarding coordination of land use and school facility planning, including such issues as population and student enrollment projections, development and redevelopment trends and plans, transportation, school needs, collocation and joint use opportunities, and ancillary infrastructure improvements needed to support the school and ensure safe student access. The Work Group shall also make recommendations to the Coordinating Committee on amendments to the Comprehensive Plan.

Policy 3.1.5: [PS] (EFF. 6/6/08)
WORK GROUP MEETINGS

The Work Group will meet at least once per year regarding implementation of school concurrency, including adopted levels-of-service, school concurrency service areas, and preparation of the school district's 5-year facilities work program and any suggested revisions to these components of school concurrency.

Policy 3.1.6: [PS] (EFF. 6/6/08)
EDUCATIONAL PLANT SURVEY

The Work Group will assist the School Board in an advisory capacity in the preparation of the update to its Educational Plant Survey. The survey shall be consistent with the requirements of §1013.31, F.S., and include an inventory of existing educational facilities, recommendations for new and existing facilities, and the general location of each in coordination with the land use plan.

Policy 3.1.7: [PS] (EFF. 6/6/08)
CONSISTENCY WITH COMPREHENSIVE PLAN

The Work Group will evaluate and make recommendations regarding the location and need for new, significant renovation or expansion, and closures of educational facilities, and the consistency of such plans with the Public School Concurrency and Facility Planning Interlocal Agreement and the Comprehensive Plan. The work group will also ensure compatibility of school sites and surrounding land uses.

Policy 3.1.8: [PS] (EFF. 6/6/08)
COORDINATION FOR EMERGENCY MANAGEMENT

A joint committee made up of School Board members and/or district staff with appropriate Tallahassee Police Department, Leon County Sheriff Department, Tallahassee Fire Department, Juvenile Justice, other law enforcement officials, and community representatives shall be established to review the issues of emergency preparedness and school safety. This committee will have authority to make specific recommendations to the School Board, City or County Commissions, or other governmental agencies to enhance emergency preparedness and safety in and around district school facilities.

Policy 3.1.9: [PS] (EFF. 6/6/08)
AVAILABILITY OF SCHOOL FACILITIES

School Board facilities shall be made available at no charge to the City and County, when scheduling and school utilization permit, for public meetings related to land use, transportation planning, community improvement, and other related topics. The City and County shall make available at no charge to the School Board, maps, GIS and other data related to school sites, attendance zones, and land use.

Policy 3.1.10: [PS] (EFF. 6/6/08)
JOINT DETERMINATION ON TIMING OF IMPROVEMENTS

In conjunction with the local government review of a proposed new school site or the significant renovation or expansion of an existing school, the School Board and the affected local government will jointly determine the need for timing of onsite and off-site improvements necessary to support each school or renovation or expansion thereof, and will enter into a written

Agreement as to the timing, location, and the party or parties responsible for constructing, operating, and maintaining the required improvements.

Policy 3.1.11: [PS] (EFF. 6/6/08)

SCHOOL BOARD PARTICIPATION IN SITE PLANNING

The Public School Concurrency and Facility Planning Interlocal Agreement requires the application of school concurrency at site plan and development approval, and therefore requires that the School Board participate in the review of all proposed site and development plans for new residential construction.

Policy 3.1.12: [PS] (EFF. 6/6/08)

SCHOOL IMPACT ANALYSIS PROCESS

The City and County will amend their land development regulations to require an applicant for a residential site and development plan to complete a School Impact Analysis Form for submittal with their application. The School Impact Analysis Form will require information concerning the location of the project; the number, type and size of dwelling units proposed; and the school concurrency service area in which the project is located.

Policy 3.1.13: [PS] (EFF. 6/6/08)

SCHOOL BOARD PARTICIPATION IN COMPREHENSIVE PLAN AMENDMENT

The Tallahassee/Leon County Planning Department (TLCPD) will amend its Comprehensive Plan application process to require an applicant for a residential Comprehensive Plan Amendment to complete a School Impact Analysis Form for submittal with their application. The School Impact Analysis Form will require information concerning the location of the project; the total number dwelling units permitted in the Future Land Use Map category; and the school concurrency service area in which the project is located.

Policy 3.1.14: [PS] (EFF. 6/6/08)

REVIEW OF SCHOOL IMPACT ANALYSIS BY SCHOOL BOARD

The City or County will transmit the School Impact Analysis Form for a residential site and development plan to a designated employee of the School Board for review at the same time the application is submitted to all departments for review. The TLCPD will provide the School Impact Analysis Form to a Comprehensive Plan Amendment applicant for review by a designated employee of the School Board for a determination of Level of Service impact created by the proposed Comprehensive Plan Amendment.

Policy 3.1.15: [PS] (EFF. 6/6/08)

SCHOOL BOARD MEMBER ON DRC

The City will amend its Land Development Regulations to require a member appointed by the School Board serve on the Development Review Committee.

Objective 3.2: [PS] (EFF. 6/6/08)

POPULATION PROJECTIONS

To establish a joint process of coordination and collaboration between the School District, the City of Tallahassee, and Leon County in the planning and decision-making on population projections.

Policy 3.2.1: [PS] (EFF. 6/6/08)

ENROLLMENT AND POPULATION PROJECTIONS

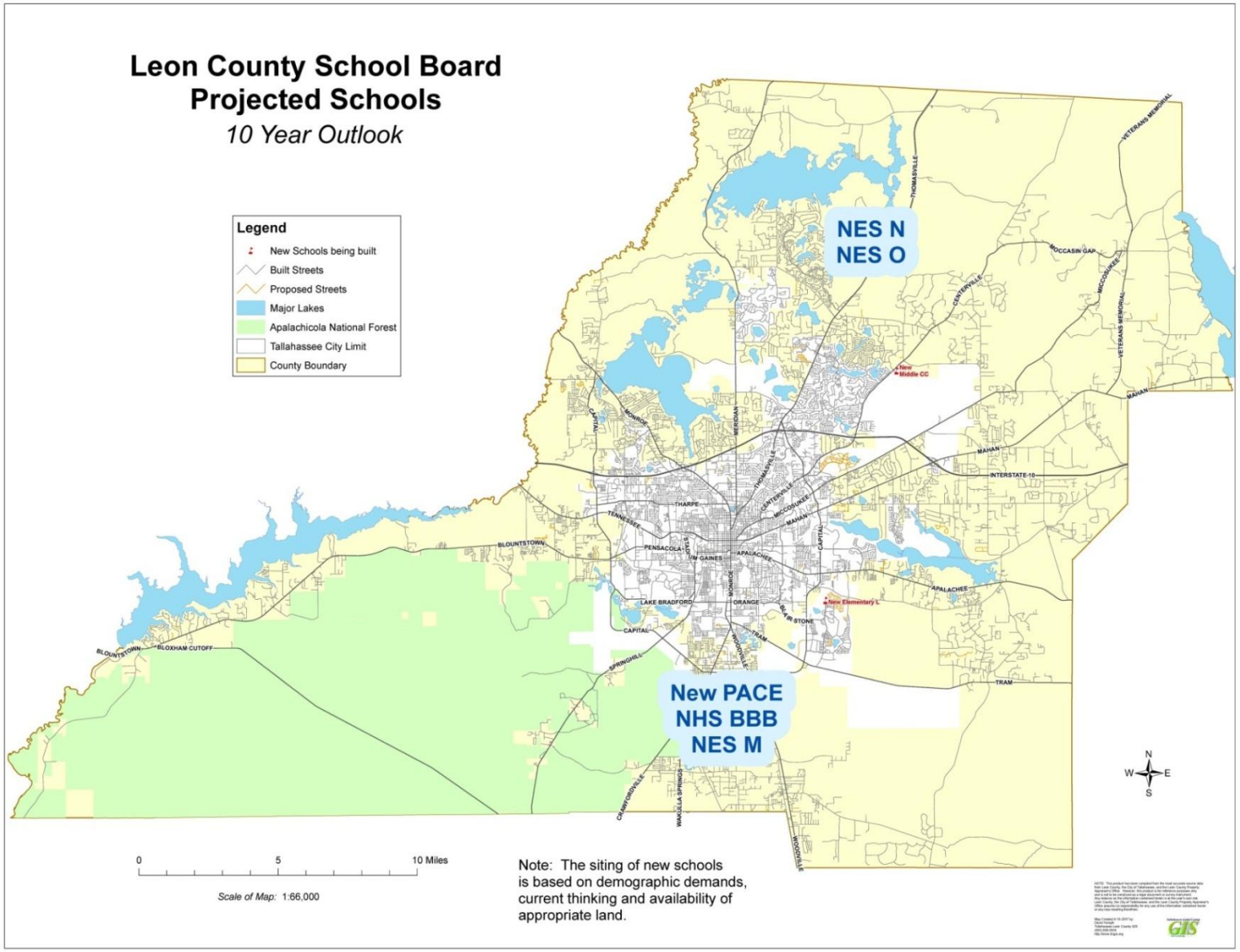
The City, the County, and the School Board agree to coordinate their plans upon the same projections of the amount, type, and distribution of population growth and student enrollment. The City, the County and the School Board agree to utilize the mid-range population projections published by the Bureau of Economic and Business Research (BEBR) at the University of Florida.

Policy 3.2.2: [PS] (EFF. 6/6/08)

RECONCILING PROJECTIONS

The School Board shall also utilize the Department of Education (DOE) five-year countywide student enrollment projections. The School Board may request that the DOE projections be adjusted to reflect BEBR projections, and actual enrollment and development trends not anticipated by the DOE projections. In formulating such a request, the School Board will coordinate with the City and County regarding future population projections and growth.

Map 39: Leon County School Board, Projected Schools, 10 Year Outlook



Map 40: Leon County School Board, Ancillary Facilities, 5 Year Outlook

