

February 12, 2018

Dear Facility Team Members,

This past fall the Board of Education began a strategic planning process involving the community, staff and parents in USD 248 Girard Schools. As a continuing piece of the Strategic Planning Process for the district I'd like to ask you to serve on a sub-committee to address one of the goals in the strategic plan. Your commitment will be to attend and actively participate in developing a recommendation for the following goal. This typically takes from 3-5 meetings of approximately two hours.

The charge for the Facility Sub-Committee is to identify actions to address Goal 4 from the Strategic Plan using this chart as a guide for committee work.			
GOAL 4: Develop a facilities plan to address future facility needs.			
Action	Resources	Person(s) Responsible	Time Frame
1. Identify perceived facility areas to be reviewed. (Infrastructure of all USD 248 properties, RVH, MS/HS, Bus Barn, Outlying properties, technology, transportation).		Committee	February 2018
2.0 Identify perceived facility needs of all district properties. Break these down into immediate needs (2 years or less) and long-term needs (2-5 years).		One – two individuals from committee	February-March 2018
3.0 Identify best methods and/or plan to finance perceived facility needs.		One – two individuals from committee	February-March 2018
4.0 Identify a time-line to complete our facility needs.		One – two individuals from committee	February-April 2018
5.0 Final Report Completed and submitted to Steering Committee		Committee	May 1, 2018

Area	What research says	What local districts are doing	What USD 248 does	Recommendations for improvement
Personnel				
Purchasing				
Sustainability				