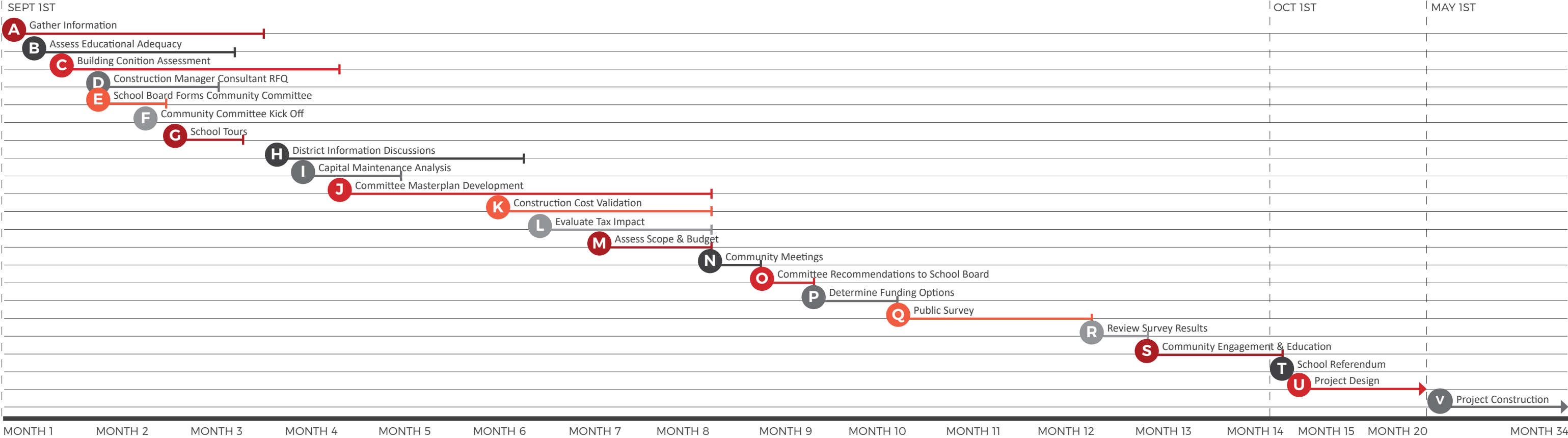


# HILLSBORO PUBLIC SCHOOLS MASTERPLAN DRAFT PROCESS



- A GATHER INFORMATION** (10 WEEKS)  
Review and organize District Information: Enrollment, Demographics, Growth Projections, Strategic Plans
- B ASSESS EDUCATIONAL ADEQUACY** (8 WEEKS)  
Staff Interviews, Department of Public Instruction Space Analysis
- C BUILDING CONDITION ASSESSMENT** (16 WEEKS)  
Facility Walkthrough, Field Verifications, Engineering Building Systems Analysis, Building Code Audit, Capital Maintenance Report
- D CONSTRUCTION MANAGER CONSULTANT RFQ** (6 WEEKS)  
Retain Construction Management Firm to Assist with Capital Maintenance and Construction Costs Validation
- E SCHOOL BOARD FORMS COMMUNITY COMMITTEE** (3 WEEKS)  
Create a Diverse Group of Critical Thinkers That Are Vested in the Community of Hillsboro
- F COMMUNITY COMMITTEE KICK OFF** (1 WEEK)  
Present Masterplanning Process, Discuss Meeting Structure, Communication Methods, and Goals
- G SCHOOL TOURS** (2 WEEKS)  
Committee to Visit All District Facilities, Gain Firsthand Knowledge of Current Learning Environments

- H DISTRICT INFORMATION DISCUSSIONS** (10 WEEKS)  
Review District Reports and Data: Enrollment, Demographics, Growth Projections, Strategic Plan, Educational Adequacy, Capital Maintenance
- I CAPITAL MAINTENANCE ANALYSIS** (4 WEEKS)  
Review 10-Year Capital Maintenance Report, SF Cost Analysis of Current District Buildings
- J COMMITTEE MASTERPLAN DEVELOPMENT** (16 WEEKS)  
Using Available Data Begin to Form Concepts to Plan for the Future or Respond to Any Facility Limitations
- K CONSTRUCTION COST VALIDATION** (10 WEEKS)  
Develop Masterplan Option Costs and Estimate Educational Impact of Construction Schedules
- L EVALUATE TAX IMPACT** (6 WEEKS)  
Discuss Funding Mechanisms Available and Probable Tax Impacts
- M ASSESS SCOPE & BUDGET** (6 WEEKS)  
Formulate Final Masterplan Scope Based on Schedule, Cost, School Impact, and Community Impact
- N COMMUNITY MEETINGS** (3 WEEKS)  
Present Process To Date, Synopsis of Background School Data, Solutions Proposed to Form Facilities Masterplan, Seek Feedback

- O COMMITTEE RECOMMENDATIONS TO SCHOOL BOARD** (2 WEEKS)  
Committee Presents Recommendation for Facilities Masterplan to School Board
- P DETERMINE FUNDING OPTIONS** (4 WEEKS)  
If Deemed Necessary Explore Options to Fund Any Construction Projects
- Q PUBLIC SURVEY** (12 WEEK)  
If School Referendum is Determined to be Funding Source, Contract Independent 3rd Survey Firm for Statistically Valid Community Wide Survey
- R REVIEW SURVEY RESULTS** (2 WEEK)  
Receive Final Survey Data and if Supported by Community Call for Referendum
- S COMMUNITY ENGAGEMENT & EDUCATION** (10 WEEK)  
Share Information with Community, Hold Public Meetings, Open Schools for Tours, Present to Community Groups, Engage Other Local Entities
- T SCHOOL REFERENDUM** (1 WEEK)  
District Wide Public Vote. October Deadline to Levy in the following Year.
- U PROJECT DESIGN** (~6 MONTHS)  
Example of Standard Timeline for School Design.
- V PROJECT CONSTRUCTION** (~15 MONTHS)  
Example of Standard Timeline for School Construction. Ideally Aligns with Spring Construction Season.