



**WORTHINGTON CITY SCHOOL DISTRICT**  
**200 East Wilson Bridge Road**  
**Worthington, Ohio 43085**

Phone 614-450-6037

Fax 614-883-3119

Jeble@wscloud.org

**MEMORANDUM**

TO: File  
FROM: Jeffrey J. Eble, Director, Business Services  
SUBJ: Master Plan Considerations  
DATE: February 4, 2016

**Below is a list of tasks in the master plan evaluation process**

- **Enter ELPP program through OFCC**
- **Ofcc Planning Workshop**
- **OFCC Assesment Validation**
- **Educational Planner Selection**
- **Design Architect Selection**

This phase is to select professionals to assist with input and decision making regarding facility issues. We will select an architect to review and give a second opinion on the OFCC assessment and make recommendations for any revisions. We will interview and select an educational planner that will assist with community meeting facilitation, staff input, and drive the educational specifications process if the decision is for construction related actions. We will select a design architect (separate from the 2<sup>nd</sup> opinion architect) that will participate in input meetings and would provide design services should we move to construction solutions. We will take advantage of OFCC workshops in planning/working the input and decision processes regarding a final master plan

- **District Values**
  - **Regional meetings**
  - **Survey**

This phase is to hold community input meetings that will help us to understand what the community values regarding the educational program. We will be looking for values (grade configurations, size of school, proximity of buildings, technology needs) rather than designing a solution. These values will be used to frame the solutions to facility conditions and future enrollment needs

- **Task Force**
  - **Process Data**
    - **Enrollments**
    - **Assessments**
    - **Educational Structures**
    - **Visioning Sessions**
  - **Visitations**
  - **Building Modification Options**

This phase will include formation of a large community group to take the established community values and mold solutions to meet the long term needs of the district. This will include examining current state of the art facilities, considering the current and future condition of facilities, considering the long term future of facilities, consider costs and options.

- **Master Plan Development**
  - **Address Community Values**
  - **Matching Facilities to Educational Structure**
  - **Options**
  - **Community meetings**
  - **Concept/Schematic Design**
  - **Finalize Master Plan**

This phase will further develop the options developed by the task force group and move them to hard copy recommendations. Further community input will be solicited on the various options developed and modifications made. Conceptual designs and formats will be developed. As an end result a final master plan recommendation will be developed meeting the community values, considering future planning, cost considerations, and the best interests of facility needs for students.

- **Board Presentation**
  - **Review**
  - **Board approval**

This phase will be board review and approval or modification of the recommendation(s) and will provide direction for further action.

This entire process is subject to ongoing modifications as needed during the process and after inclusion of consulting professionals.