

ACTION PLAN FOR FACILITIES

YEAR: 2011-2012

I.

Related to Strategic Plan

Goal #14: Build, operate, and maintain facilities which will accommodate all programs and curricula of the school system.

<u>Tasks</u>	<u>Person(s) Responsible</u>	<u>Target Date</u>
1. Review current spreadsheets to list new equipment and systems to transfer to Planning Direct format.	Key/Isbell/Baughn	August 31, 2012
2. Complete training to use Planning Direct for our Capital Plan	Key/Baughn	June 29, 2012
3. Run Planning Direct test reports and verify accuracy	Key/Baughn	September 30, 2012
4. List additional equipment and projects in Planning Direct data base	Baughn/Isbell	October 15, 2012
5. Use Planning Direct to prepare a draft project list for the 2012-2013 Capital Plan	Key/Baughn	October 25, 2012

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II. Implement a District-Wide Energy Conservation Program (Continuation from 2010-2011)

Related to Strategic Plan

Goal #14: Build, operate, and maintain facilities which will accommodate all programs and curricula of the school system.

<u>Tasks</u>	<u>Person(s) Responsible</u>	<u>Target Date</u>
1. Confirm, or revise, leadership team membership. (Energy Team)	Barlow/Key	February 29, 2012
2. Update facility usage and cost data to establish a baseline of usage and cost information	Key/Lusk/Baughn	February 15, 2012
3. Provide Administrative Team proposed guidelines and activities to implement the plan. Collect	Key/Energy Team	April 13, 2012
4. Collect comments and suggestions for improving the plan.	Key/Energy Team/ Administrative Team	April 27, 2012
5. Revise plan and obtain Superintendent/Board approval.	Key/Energy Team	May 18, 2012
6. Implement the plan in a pilot school	Key/Baughn/Principals	July 1, 2012