



Partnering with New Mexico's public schools to provide quality, sustainable, and well maintained school facilities for our students and educators.

New Mexico Public Education Department 2019 Spring Budget Workshop

March 29, 2019

Charter School Facilities – Early Planning
Charter Schools Lease Assistance Application &
Compliance

Presenters:

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Public School Capitol Outlay Council (PSCOC)

Public School Facilities Authority (PSFA)



Public School Facilities Authority

Charter Facilities & Lease Assistance

- Duties
- Mission
- Educational Specification/Facility Master Plans
- Locating a facility
- E Occupancy
- Lease Assistance Application



Public School Facilities Authority

Duties of Public School Facilities Authority (PSFA)

- Staff to the Public School Capitol Outlay Council (PSCOC)
- Assists districts and charter schools in planning, construction and maintenance of their facilities; to assist in training district facilities maintenance staff; and to implement systems and processes that establish adequate public school facilities throughout New Mexico via efficient and prudent use of funds.



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Our Mission

PSFA, in partnership with New Mexico's public schools, provides quality, sustainable, and well-maintained school facilities for our students and educators



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Hybrid Educational Specification/Facility Master Plan

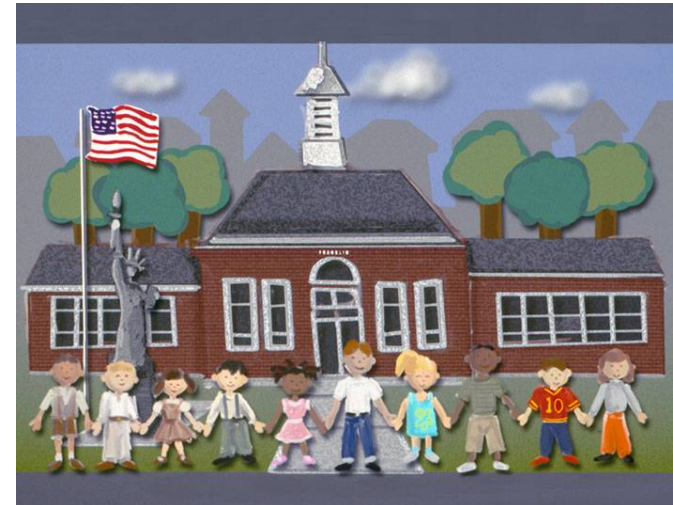


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What Are Ed Spec/FMPs?



Curriculum



Facility



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Purpose of Educational Specification/ Facilities Master Plan

- Requires the applicant to think about the kind of facility that they need in order to support their proposed educational programs
- Hybrid educational specification/ facilities master plan document (Ed-Spec/FMP) must be submitted to PSFA at least 45 days prior to the due date of the Charter School Application to PED
- Requires PSFA to review and issue a determination about the Ed Spec/FMP within 45 days of receipt



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- Once the above requirements are met, the charter may submit an application to PSFA for approval of the Facilities Master Plan
- PSFA shall approve the agreement within 45 days of receipt if...
 - A. The building meets applicable Statewide Adequacy Standards, or can be brought into compliance with those standards within 18 months and all resources, including financial, are available to achieve compliance within that time
 - B. The building has scored equal to or better than the average wNMCI for all public school buildings, statewide



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Weighted New Mexico Condition Index (wNMCI)



What is wNMCI?

Metric used to compare and prioritize schools for capital outlay funding, based on:

- Facility condition
- Educational adequacy - adequate sizing and appropriateness of the various spaces within the facility

Key priorities:

- ❖ Life
- ❖ Health
- ❖ Safety



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$$\text{wNMCI} = \frac{\text{Repair Cost} + \text{Cost to correct educational adequacy deficiencies}}{\text{Replacement Cost}}$$



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Charter School Variances From the Statewide Adequacy Standards

Charter Alternative School Analysis Variance Items

General Requirements (6.27.30.8)								Site (6.27.30.10)						Site Recreation and Outdoor PE (6.27.30.11)		
Building Structural Soundness (A.1)	Weather Types Exterior Elements (A.2)	Interior Surface Condition (A.3)	Interior Finish/Functional Elements (A.4)	Building System Integrity (B.1)	Planting Type/Accessibility (B.2)	Adequate Fire Alarm System (B.3)	Interconnectivity Comm. System (B.4)	Student Drop-Off/Pickup Pathway	Safe Access (C)	Parking (D)	Drainage (E)	Security (F)	Per-School play area fenced	Special Needs play area fenced	Kickapoint play area fenced	>60 play area fenced
Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met

Charter & Alternative School Analysis Variance from the New Mexico State Adequacy Standards

Academic Classroom (6.27.38.12)										General Use Classrooms (6.27.38.13)				Specialty Classrooms (6.27.38.14)														
Classroom Space (X)	Classroom Fixtures/Equipment (X)																	Art Education			Career Education			Computer Laboratory Lab (B)				
Appropriate Size	Student work surface and seat (1)	Ceiling mounted projection screen	White boards	Task Display	Fixed Student Storage (1)	Teacher worktable (1)	Calibrated File Storage (2)	Teacher/Student work surface and seat (2)	Lighting (C)	Temperature Range (D)	Acoustics (E)	Air Quality (CO2 PPM) (F)	Kindergarten (1200sq ft)	Elementary School (1-5) (800sq sq)	Middle School (6-8) (800sq sq)	High School (9-12) (800sq sq)	Science (A) (1200sq sq)	Interest Areas (B)	Multi-media Computer (B)	Technology Lab (B) (1200sq sq)	Band/Orchestra/Drama	Chorus Room	Art Room	Cooking, Sewing, Woodshop, etc.	Child Development	Outside Play Area	Computer Laboratory Lab	
Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not	Request not

Physical Education (6.27.30.15)				Libraries/Media Centers (6.27.30.16)		Food Service (6.27.38.17)				Other Facility Areas (6.27.30.18)				General Storage (6.27.30.19)	Maint./Janitorial (6.27.38.20)	Teacherages (6.27.30.31)
General Requirements	Additional Requirements			General Requirements	Fixtures, Equipment and resources	Dining Area	Serving Area	Food Preparation Kitchen	Serving Kitchen	Parent Workspaces (X)	Administrative Space (B)	Student Health (C)	Faculty Workspaces (D)	Distributed Small storage storage	Distributed (optional)	General Requirements
Indoor PE Teaching	Office	PE Equip Storage	Dressing Rooms, lockers, showers													
Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met

Foot Note: PS/COC policy is to assess charter schools that have been in operation for 6 years or more (start date of school receiving SEG Funding) and have been thru one assessment. The assessment will identify needs compared against the school's Charter Agreement and the Statewide Adequacy Standards and re-linked in the Facility Assessment Database (FAD).



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'E' Educational Occupancy



What does 'E' Occupancy mean?

- E occupancy signifies that the facility was designed and constructed in accordance with the building codes for a building that will house a school for students in kindergarten through the 12th grade.



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“E” Occupancy includes elements such as:

- Exiting
- Fire detection and protection
- Handicapped accessibility
- Restroom facilities
- Other life, health and safety considerations



How can PSFA help charters with 'E' Occupancy?

- PSFA has building code-certified staff that can conduct an initial building code/change of occupancy analysis of a facility to help determine if it is feasible to use a particular building to house your school



Building Evaluation for E Occupancy & Adequacy Standards

- Contact Jo Eekhoff (PSFA Planning & Design Manager) to request an assessment
- PSFA will respond within 10 days
- PSFA needs access to all areas of the facility (Floorplans, keys and ladders)
- After the assessment PSFA provides a letter informing the Charter School of the wNMCI score, classroom net square feet (nsf), gross square feet (GSF) of building, and what may need to be done to meet E Occupancy
- Typically PSFA responds with the letter within two weeks



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Standards Based Awards and Systems Based Awards and Security Awards

- Annually the PSCOC initiates an award cycle which starts with district applications early in the year and concludes with awards in the fall of that year
- Award eligibility is based upon the wNMCI ranking of schools, with the highest needs eligible for funding first
- Charter Schools are not eligible for PSCOC funding until their first year after renewal
- Once eligible the renewed charter school must have an approved Ed Spec/FMP and a Preventative Maintenance Plan (PMP) as a requirement if requesting PSCOC funding.

Standards and Systems application announcement April 15, 2019

Security Award applications due to PSFA on March 29, 2019



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On or after July 1, 2015

- A new charter shall not open and an existing charter shall not be renewed unless (22-8B-4.2):
 - It is housed in a building that is owned by:
 - the charter school either outright or through their foundation that was specifically formed for the charter school
 - A school district
 - The State or an institution or political subdivision of the state
 - The federal government or one of its agencies
 - A tribal government



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(22-8B-4.2) Continued:

- Subject to a lease-purchase agreement that is approved pursuant to the Public School Lease-Purchase Act
- or, if not housed in a building just described,
 - The facility they are housed in conforms to the statewide adequacy standards and the owner of the facility is contractually obligated to maintain those standards at no additional cost to the charter or the state AND
 - Either no public buildings are available or are not adequate for the educational program of the charter, or
 - The owner of the facility is a nonprofit entity specifically organized for the purpose of providing a facility for the charter school



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Charter School Wishing to Enter into a Lease-Purchase Agreement

- The charter must have a current, approved [Ed-Spec/FMP](#) on file with PSFA. The [Ed-Spec/FMP](#) can be created by the charter school itself or a vendor can be hired. We have examples on our website.
- The facility that is the subject of the proposed agreement must be assessed by PSFA and a [weighted New Mexico Condition Index \(wNMCI\)](#) score generated for that facility
- And that score is better than or equal to the average wNMCI score for all public school facilities, statewide
- Any building used as a school must meet '[E](#)' Educational Occupancy requirements of the current building codes



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Charter School Lease Assistant Grants



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Charter School Lease Assistance Grants

- Annually an invitation to apply for Lease Assistance is sent out to all charter schools.
- Lease Assistance is based on student MEM Formula or the Lease Assistance Square Footage Formula, which ever is lower.
- The MEM Formula awards up to \$736.25 per student MEM based on the certified 80/120 day MEM count. (this number is adjusted annually)
- All requirements of 22-8B-4.2 must be met in order to receive Lease Assistance Awards.



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Charter School Lease Assistance Award Calculation

Lease Assistance Award will be the lesser of the following:

MEM Formula: Enrollment (80/120) multiplied by the current dollars per student rate: \$736.25 (2018)

- or -

Square Footage Formula: Result of classroom and direct administrative space calculation

Calculation Summary:

Classroom NSF + Admin NSF = Total NSF (TNSF)

Admin NSF = $80/120$ enrollment \times 1.5 + 150

Classroom NSF = measured classroom space

TNSF / Total Leased SF(Gross Square Footage) = ____%

____% \times annual lease payment = \$____ Lease Assistance Award



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Charter School Lease Assistance Award Calculation Example

Consider a school of 20,000 GSF, 15,000 NSF, 200 students and Total lease amount of \$250,000:

MEM Formula: Enrollment (80/120) multiplied by the current dollars per student rate:
\$736.25 (2018)

$$200 \text{ MEM} * \$736.25 = \underline{\$147,250}$$

- or -

Square Footage Formula: Result of classroom and direct administrative space calculation

$$\text{Classroom NSF (15,000) + Admin NSF (450) = Total NSF (15,450)}$$

$$\text{Admin NSF} = (200 \text{ MEM} \times 1.5) + 150 = 450$$

$$\text{TNSF (15,450) / Total Leased SF(20,000) = } \underline{77.25\%}$$

$$\underline{77.25\%} \times 250,000 = \underline{\$193,125.00} \text{ Lease Assistance Award}$$

Lesser of the two is the MEM Formula and award will be \$147,250



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Charter School Lease Assistance Online Application

- PSFA will be releasing our first **Online Lease Assistance Application** this year
- All attachments are uploaded
- The Finance Section calculates Square Footage Formula and MEM amounts
- Business Managers will be contacted with sign-in information



Public School Facilities Authority

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