

Contact Fanning Howey



Jenn Fuller, AIA
Project Executive
jfuller@fhai.com
614.764.4661



Lindsey Rhoden, AIA
Business Development
lrhoden@fhai.com
513.460.8886

Call us when...

- you want to align your facilities with your instructional goals.
- funding feels complicated.
- you want buildings that help students thrive.
- you need a true partner.

We're here to help — no cost to talk.



Bond Readiness Mini-Checklist

YOU ARE **BOND-READY**
IF YOU CAN CHECK SIX
OR MORE BOXES.

- Updated enrollment projections
- Clear instructional vision
- High-level facility options drafted
- OFCC funding status understood
- If working with OFCC, co-funded vs LFI is clarified
- Board aligned on priorities
- Community messaging plan started
- Early visuals/renderings prepared



OFCC ‘Know in 5 Minutes’ Cheat Sheet



KEY REALITIES:

- OFCC will provide building assessments and enrollment projections for free.
- If the cost to renovate a building exceeds 2/3rds of the cost to build new, they recommend a new facility.
- All buildings funded by OFCC need to hold at least 350 students.
- Understanding co-funded vs. LFI early avoids cost surprises.
- Enrollment projections drive eligibility. Opinions can differ.
- Master Plan shapes scope, funding, and timing.
- Visioning BEFORE planning leads to better alignment.

WHY THIS MATTERS:

- Board members look to you for clarity.
- Misunderstandings create mistrust.
- Early alignment prevents costly resets.

Commonly Used Acronyms:

OFCC	Ohio Facilities Construction Commission
LFI	Locally Funded Initiatives
POR	Program of Requirements
CFAP	Classroom Facilities Assistance Program (state pays; wait your turn)
ELPP	Expedited Local Partnership Program (you pay; state may pay you later)
ENP	Exceptional Needs Program (CFAP for one building)
Lapsed	When a district cannot raise their share in 13 months

LEGEND	
District Master Facilities Plan Completed	311
District Master Facilities Plan Partially Completed	56
CFAP Funding Offer Lapsed (local district did not secure local share)	29
CFAP Funding Offer Deferred (local district either declined OFCC outreach or did not respond)	113
CFAP Funding Offered (pending local share)	7
Not Yet Reached	93
TOTAL	609

The chart above shows how local school districts in Ohio have participated in the facilities programs, specifically their status in CFAP

District Self-Assessment - Where Are We?

ON FIRE

- Frequent maintenance surprises
- Reactive decisions
- Unclear capital plan
- Enrollment pressure

Rank your position by shading in the stars.



WHAT IS THE ONE THING KEEPING YOU UP AT NIGHT?

Next Step:

Quick facility snapshot + budget map

FIGURING IT OUT

- Some data, but not complete
- Pain points are known
- Sequencing unclear
- Learning your buildings



WHAT DO YOU WISH YOU UNDERSTOOD MORE CLEARLY?

Next Step:

Campus questions + curriculum alignment workshops

VISION-ALIGNED

- Facilities match instructional goals
- Long-range plan in place
- Clear bond strategy
- Board alignment strong



WHAT'S THE NEXT CHAPTER OF YOUR DISTRICT'S STORY?

Next Step:

Community prep + master planning

Design begins here — once your goals are clear, creativity amplifies your district's strengths.



Campus Conversation Guide

Use this guide to gain clarity and identify priorities. Share these prompts with board members, staff, treasurers, or community groups.



SITE

- What are the constraints or opportunities on each school site?
- How do utilities, access, traffic, or safety affect decisions?
- What sites may be better suited for future growth?



BUILDINGS

- What are the biggest operational pain points?
- What systems or spaces are nearing end-of-life?
- Where do bottlenecks occur daily?



EDUCATION

- How is instruction evolving?
- Where is enrollment heading?
- What spaces support your “best days” of learning?
- What programs and curriculum do we want to offer but are limited by space?

Great design emerges when instructional vision, site potential, and community identity align.



Your Facilities Story Worksheet

This worksheet gives you a simple way to pause and understand your district's reality.

Find out what's working, what's challenging, and what possibilities exist.

It's not about having the answers today; it's a tool to help your team see the whole picture, name what matters, and make decisions with more clarity.

Use it when you're evaluating programs, planning facilities, or aligning your leadership team around shared priorities.

One Question I Want Answered:

Strengths

S

Opportunities

Worries

W

U

Unknowns

Eisenhower Matrix (Facilities Edition)

The Eisenhower Matrix is a simple decision-making tool that helps leaders sort what deserves attention now and what deserves planning later.

As a superintendent, you're pulled into urgent issues daily—while still needing space to think about long-term goals.

This matrix helps you (and your team) step back, label the work, and make decisions with intention instead of reacting.

Use it in Board or Committee meetings, facility walk-throughs, or personal planning to stay focused on what matters most.

Important & Urgent

Important & Not Urgent

Not Important & Urgent

Not Important & Not Urgent

One-Year Checklist for New Superintendents

QUARTER 1: JULY–SEPTEMBER

LISTEN, LEARN & BUILD RELATIONSHIPS

- Meet every board member 1-on-1
- Full financial briefing with treasurer
- Meet all principals, directors, union leaders
- Tour every building; attend summer programs
- Start 90-day Entry Plan (listening tours)
- Review last 3 yrs Report Card, OTES/OPES
- Meet EMIS coordinator & county ESC supt.
- Present Entry Plan report to board
- Begin next-year budget conversations

Facilities & Planning Touch-points

- Review status of any past facilities assessments or master plan work
- Walk each campus with facilities/operations staff to understand immediate needs
- Brief check-in with architect/CM partners to identify urgent items and known constraints
- Gather all existing building documents

ANNUAL OHIO DEADLINES:

Jul 1 – Permanent Appropriations

QUARTER 3: JANUARY–MARCH

BUDGET SEASON & MID-YEAR CHECK

- Kick off budget development
- Review mid-year academic data
- Present budget assumptions
- Temporary Appropriations (by 3/31)
- Third-Grade Reading Guarantee planning
- Begin RIF discussions

Facilities & Planning Touch-points

- Align with treasurer/architect on bond timing
- Identify “on-fire” building issues needing scope/costs
- Update long-range priorities
- Prepare visuals/options for board

QUARTER 2: OCTOBER–DECEMBER

SET DIRECTION & ALIGN

- Board adopts district goals
- Launch DLT & BLTs
- Begin One Needs Assessment
- Review federal programs
- Submit Five-Year Forecast (Nov 30)
- Board approves goals (Dec 31)
- Prep negotiations
- Hold fall community/budget forum

Facilities & Planning Touch-points

- Confirm 3-year capital priorities
- Review enrollment and curriculum shifts
- Revisit OFCC status
- Identify potential project windows

ANNUAL OHIO DEADLINES:

Oct 31 – Enrollment Count

Nov 30 – Five-Year Forecast

Dec 31 – Superintendent Goals Approved

QUARTER 4: APRIL–JUNE

CLOSE OUT THE YEAR STRONG

- Board adopts Permanent Appropriations
- Issue non-renewals (April 30)
- Finalize staffing
- Be visible during state testing
- Develop school-year calendars
- Close books, final EMIS
- Summer admin retreat

Facilities & Planning Touch-points

- Prepare “state of facilities” summary
- Confirm project sequencing
- Update capital plan
- Prioritize summer construction needs

ANNUAL OHIO DEADLINES:

Apr 30 – Non-renewal Deadline