

G. Evaluation of School Facilities

1. Context Evaluation

Questions	How to Answer the Questions	Resources
1. What purpose does the evaluation of school facilities serve?	Faculty/committee discussion	<i>Schoolhouse in the Red: A Guidebook for Cutting Our Losses</i> (American Association of School Administrators, 1991)
2. How satisfied are the students and staff with the school facilities?	Interview students, teachers, parents, school administrators, and other school staff regarding school facilities	Questions such as: Are you satisfied with the facilities? Which facilities are inadequate? List the strengths and weaknesses of the overall facility evaluation plan.

Questions	How to Answer the Questions	Resources
<p>3. Are the school facilities adequate in the following areas?</p> <ul style="list-style-type: none"> * School site, i.e., location, landscaping, athletic areas, etc. * Structural, i.e., roofs, foundations, interior and exterior walls, ceilings, absence of toxic materials, etc. * Mechanical/electrical, i.e., adequate light sources, electrical controls, drinking fountains, drainage systems, fire alarms, etc. * Plant maintainability, i.e., ceilings and walls, floor coverings, built-in equipment, restroom fixtures, etc. * Site safety, i.e., student loading area, access streets, vehicular entrances and exits, etc. * Building safety, i.e., heating units, stairways, flooring, emergency lighting, etc. * Emergency safety, i.e., fire safety equipment, independent exits, alarm systems, etc. <p>teachmate = student a student a stuen andnd, etc. Guide for School Facility Appraisal (Hawkins and Lilley, 1992) and Schoolhouse in the Red: School Facility Evaluation Form (American Association</p>	<p>Checklist in each area to be evaluated</p>	<p><i>Guide for School Facility Appraisal</i> (Hawkins and Lilley, 1992); and <i>Schoolhouse in the Red: A Guidebook for Cutting Our Losses</i> (American Association of School Administrators, 1991)</p>

Questions	How to Answer the Questions	Resources
<ul style="list-style-type: none"> * Academic learning space, i.e., size of learning area, classroom and personal space, storage areas * Special learning space, i.e., size and design, gymnasium, science, music, technology, etc. * Support space, i.e., teachers lounge, cafeteria, administrative offices, clinic, etc. * Exterior environment, i.e., entrances and walkways, etc. * Interior environments, i.e., color schemes, comfortable temperature, convenient restroom and drinking facilities, traffic flow, areas for student interaction, furniture and equipment, etc. 		
<p>4. Are there specific requirements for school facilities that by law must be adhered to?</p>	<p>Document review of local, state, and federal laws, ordinances</p>	<p>State School Code</p>
<p>5. Are resources adequate to maintain and upgrade school facilities?</p>	<p>Examination of school needs in comparison to school resources; must also review federal and state environmental mandates, medical services for special education children, and educational reform</p>	<p>School budget; legislative appropriations; property taxes, and budget review procedures</p>

Questions	How to Answer the Questions	Resources
6. Are the facilities appropriate for the programs within the school?	Interviews with school administrators, custodial staff, parents, teachers, and students	Questions such as: Are the facilities appropriate for the age/grade levels of students served? Are the facilities maintained adequately? Are revisions necessary to expand programs?
7. What are the teacher, parent, and community expectations in terms of facilities?	Interviews with teachers, parents, and community members	Questions such as: Should the facilities be used for nonschool events? Size and scope of athletic fields? Who should fund improvements?
8. Are additional funds necessary to maintain or improve the facilities?	Committee review of needs, priorities, and available funds	Questions such as: What is the current state of the facility? How much money is required to upgrade the facility? Where will the funds come from? Are the needs of the students being met with the current facilities? What improvements are of highest priority? What funding is available?

2. Input Evaluation

Questions	How to Answer the Questions	Resources
1. Do the current facilities address the needs of the students and staff?	Interview staff and students	Questions such as: Do the current facilities meet your needs? Which facilities do you not use and why? If you have special needs in terms of facilities due to a physical handicap, etc., are they being met?
2. What facilities are not being utilized to their potential?	Document review Interview school administration	Questions such as: How frequently is this facility being used? For what purpose is the facility being used? How could the facility be utilized more efficiently?
3. Are the plans to upgrade facilities adequate?	Review school facility planning documents Interview school administration	Questions such as: Is the process to upgrade facilities clearly understood by faculty, parents, students? Is the process in accordance with district guidelines? Is the funding structure in place to upgrade facilities?
4. Is there a process in place to monitor the maintenance of each facility?	Review facility maintenance schedule Interview principal	Questions such as: Who is responsible for the maintenance of each facility? How frequently are the facilities maintained? Is there a reporting procedure in place to monitor maintenance activities?

3. Process Evaluation

Questions	How to Answer the Questions	Resources
1. What problems are present when the facilities are being used?	Interview students and faculty members	State or district handbook of facility requirements. <i>Guide for School Facility Appraisal</i> (Hawkins and Lilley, 1992). Check agendas of public meetings. Check the opposition to an evaluation among staff and administration. Examine potential sources of funding, should the results indicate the need for improvements.
2. If modifications are required, what is the process of prioritization?	Examine the procedural requirements within the school or district. If none exist or those present are not clear, with the aid of the board, set guidelines for the allocation and prioritization of funds.	School or district guidelines State codes for buildings of this nature

4. Product Evaluation

Questions	How to Answer the Questions	Resources
1. To what extent have the modifications to the facilities met state and district standards?	Checklist review	State or district regulations/codes
2. To what extent have the needs for facilities improvement been met?	Faculty/committee review of needs and changes	Facility Planning Committee's list of needs
3. What effect does modification of school facilities have on student achievement?	Teacher interviews	Standardized test scores