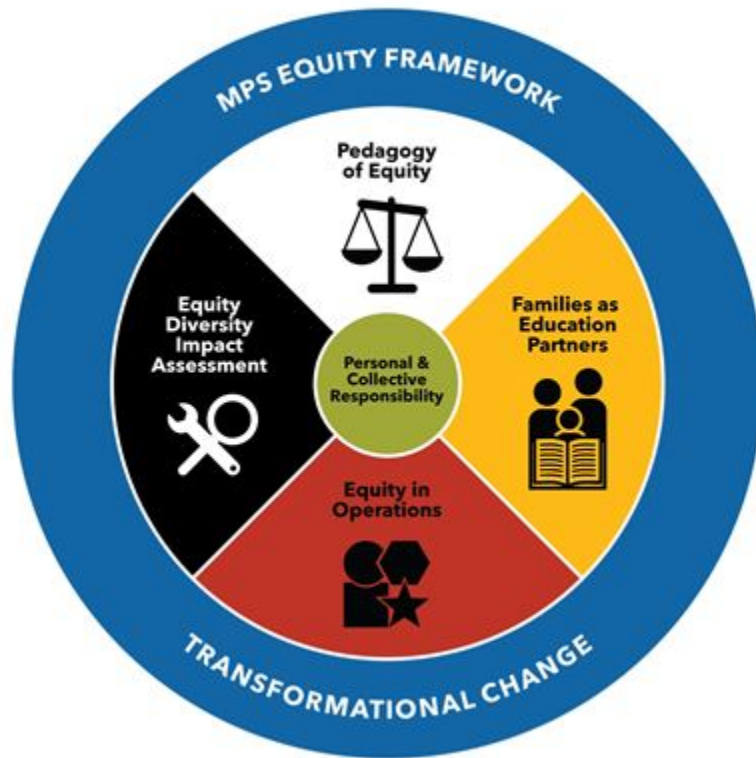


FY18 Capital Plan

EDIA Presentation

Data Used in Capital Planning

EDIA



PURPOSE

- MPS leaders are required to apply the Equity & Diversity Impact Assessment to all future policies, practices, programs and procedures that have a significant impact on student learning and resource allocation.
- The impact assessment provides decision makers with guidance on how various MPS communities are impacted by the policy, practice, program or procedure and offers alternative solutions so that no community is disproportionately impacted.

- **Correct** existing and develop emerging policies, practices, programs and procedures to increase academic outcomes for Minneapolis Students by eliminating racial predictability and the methods and systems that perpetuate opportunity and achievement gaps and institutional racism.
- **Create** capacity building assessments and tools that will guide and build the equity knowledge of staff through the stages of project management so that equity is a part of projects from formation, to implementation, and evaluation.
- **Provide** transparent and consistent metrics that empower staff and district leaders to make decisions, comparisons, and monitor the impact of equity efforts.

The EDIA has been used on two major projects to date with significant impact on district processes.

- Literacy Adoption – Engage vendors differently. Professional development needed on purchased multicultural materials.
- Capital Improvement- Reviewed twenty year expenditure by school district zone.

EDIA in Process:

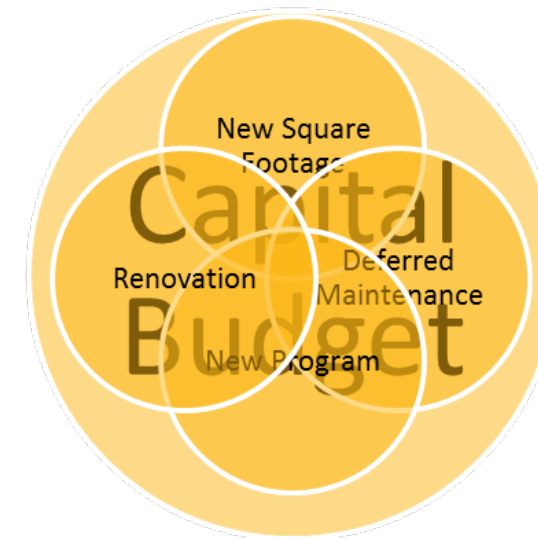
- School Resource Officers – helping district consider how to engage schools differently. Reaction to school climate framework. Feedback used to refine. Additional presentation pending.
- Human Resource Policies – pending
- Athletics – pending
- Community Education - pending

Goal 5: Stewardship

- Strong stewardship of resources

Goal 6: Resources

- Resources and services are allocated transparently and equitably to best meet the diverse needs of all students



- FY 18 Transitional Plan
 - 2013 5-Year Enrollment Plan and emerging issues
 - Initial Construction – Winter 2018 and on
- FY 19 Intermediate Plan – April 2018
- 5-Year Capital Plan – April 2019

- 1 Year Transitional Plan – FY 18
 - Cost
 - \$59,068,039 – Capital Renewal
 - \$53,944,568 – Capital Improvement
 - Highlights
 - Loring – Kitchen, Air Conditioning, Entrance
 - Windom – Kitchen, Security, Entrance
 - Emerson – Kitchen, Roof, Electrical
 - Marcy – HVAC Renovation, Kitchen, Roof
 - South HS – HVAC Renovation, Athletic Field, Security
 - Roosevelt HS – Security, Roof, Entrance

- Air Conditioning
 - Continue adding Air Conditioning to schools
 - 69% - 42 sites as of September 2015
 - 82% - 51 sites as of FY 18 Capital Plan
 - [Air Conditioned Building Inventory](#)
- Modernize Safety & Security Systems
 - Convert analog PA systems to digital
 - Upgrade cameras to Hi Def, Multi functional systems
 - Computerized Access Control Systems
 - Update security system layouts to meet current building use and circulation patterns
 - Strategically locate main entrances and offices
 - [Total Building Security Assessment](#)
- Culinary Services
 - Sites with high student population and high F/R
 - Sites with high student population, low F/R and relatively low participation
 - Complete assessments for future year's planning
 - [Culinary & Wellness Services](#)

- Current District Priorities
 - Modernize kitchens, add air-conditioning and update security systems
- Realities
 - Capital needs may exceed capital capacity
- The Solution
 - Looking at the five-year plan and balancing needs and priorities
 - Staying true to the empirical measurements
 - Consider bonding and levy level tolerances

- Initial list
 - Starts with the indices, assessments and enrollment and matched up with priorities any emerging needs
- Changes
 - Reviewed by capital planning team, COO, and Cabinet
- Mitigation
 - Priority for next cycle and exploration into smaller parts of a project being completed with remaining funds before full project can begin

- FY 2019 and beyond
 - Update annually and maintain 10-year LTFM Plan
 - Additional 1-Year Capital Plan for FY 19
 - Confirm District priorities
 - Proposal by April 2018
 - Community Engagement & Communication Master Plan
 - 5-Year Capital Plan – FY 20-24
 - One outcome of the pending comprehensive district assessment
 - Establish Long Term Capital Advisory Committee
 - Proposal by April 2019

Facility Condition Index (FCI)

- Operating condition / life cycle of existing building systems
- Deferred maintenance

Educational Adequacy Index (EI)

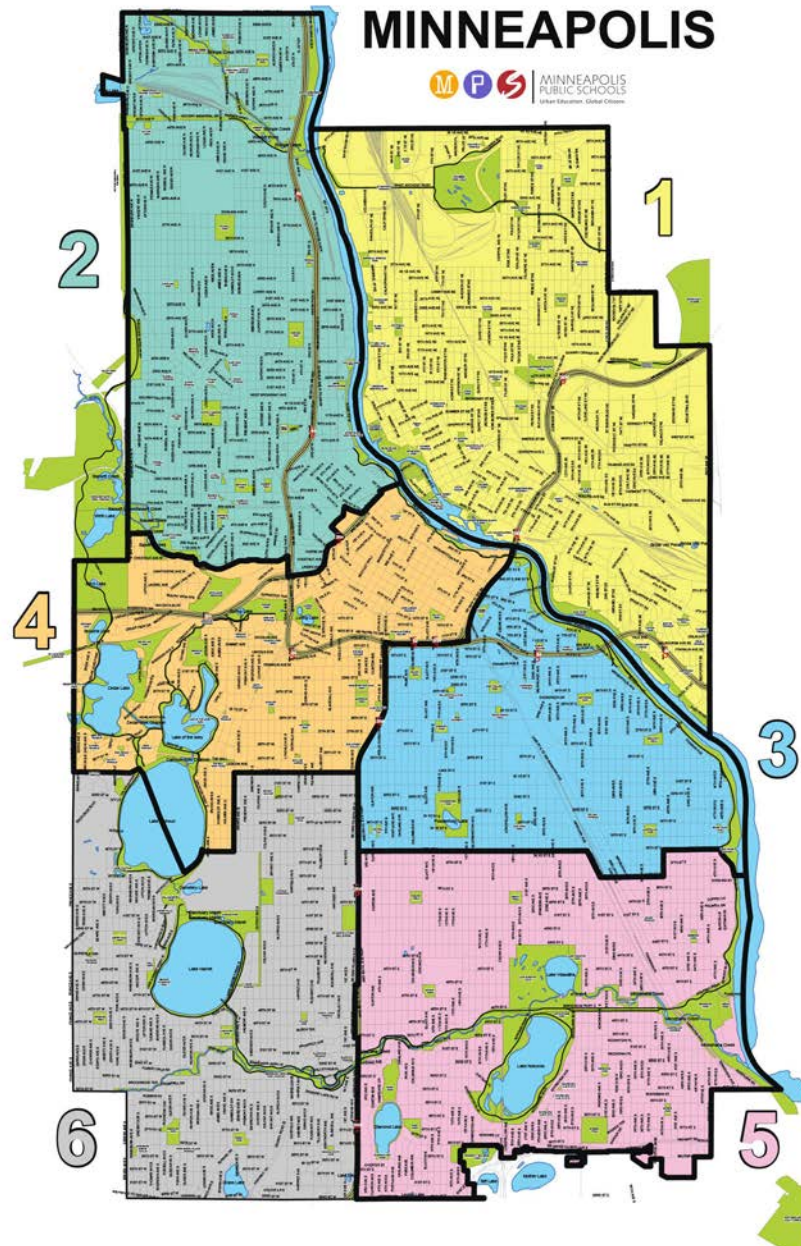
- How well does physical space support instructional program
- Gap analysis to ideal conditions
- Educational programming

- School building's ability to support its educational program
 - Measures a relationship
 - Descriptive, not prescriptive
 - Planning amid ambiguity
 - Functional obsolescence
- Decision-support method developed to inform, prioritize and justify investment choices in the capital budget
- A measure that reaches deeply into the instructional side of the house to inform its decision-making *while...*
- ...speaking facilities maintenance and renewal, as expressed by the Facility Condition Index (FCI)

- Program Prototypes
- Function Types
 - Classrooms
 - Instructional Support Spaces
 - Offices
- Security
 - Building entrances
 - Site Constraints
- Attributes
 - Arch, Mech, Elec, Equip
- Overall Size of Facilities
 - Strategic Facility Plan Function Types
 - Minnesota Department of Education (MDE) Benchmark
 - MPS Prototype
- Looking to the Future
 - Flexibility
 - Optimize, not Maximize

- 2013 - Initial long term plan was brought to the community
- Ongoing - Individual projects are discussed with schools
- 2017 - FY18 plan brought to community on May 1st
- Going Forward – Strategic, systemic Communication & Engagement Plan

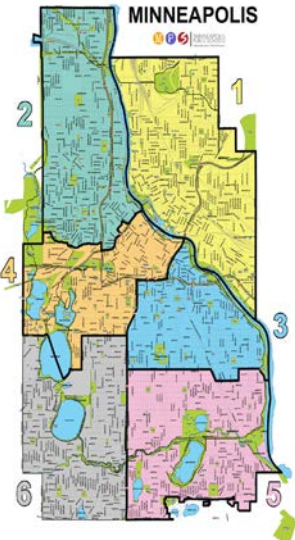
Board of Education Map



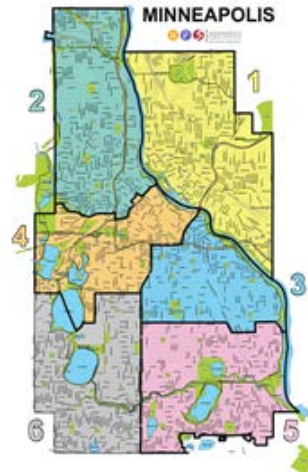
Building Age and Indices by District



Dist	Sites	EI	EI< 25.00	FCI	FCI< 10.00	Wtd Age	Initial Const.	% AC	GIS Eff SF	F/R Fall 2016	Planned Enrollment Fall 2017	Util. Fall 2017	School Buildings Included
1	9	48.75	2	36.91	0	61.1	68	72%	984,898	73%	3,989	68%	EDIS MARC NEAS PILL PRAT SHER HERI WAIT WEBS
2	14	37.99	3	21.41	7	34.0	38	*100%	1,708,544	89%	5,389	54%	BETH CITY DAVI FRAN HALL HARR HENR JOHN JORD LANE LIND LORI NORT OLSO
3	9	38.68	5	44.98	1	54.8	59	90%	1,471,520	79%	6,315	63%	ANDE GREE LONG SANF SEWA SOUT SULL WILD 2225 2007(AE/T+)
4	7	45.05	2	24.10	2	49.6	60	74%	711,786	73%	3,281	74%	ANWA BRYN EMER JEFF KENW WHIT 1010(FAIR)
5	11	65.44	0	41.40	0	76.2	90	76%	1,062,000	52%	5,684	85%	BANC DOWL ERIC FIEL FOLW HALE HIAW HOWE KEEW ROOS WENO
6	12	39.97	2	33.40	1	60.2	73	76%	1,490,063	34%	9,873	94%	ANTH ARMA BART BURR KENN LLOW LLUP LYND RAMS SWES WASH WIND



BOE District	1	2	3	4	5	6
Sq Ft per student	247	364	232	217	187	151
% enrollment	12%	16%	18%	10%	16%	29%
20 Year Trend						
Spend per student	\$30,286	\$50,228	\$26,219	\$20,182	\$14,905	\$19,336
Spend per sq ft	\$123	\$138	\$113	\$93	\$80	\$128
10 Year Trend						
Spend per student	\$4,703	\$10,565	\$7,965	\$9,652	\$1,498	\$2,266
Spend per sq ft	\$19	\$29	\$34	\$44	\$8	\$15

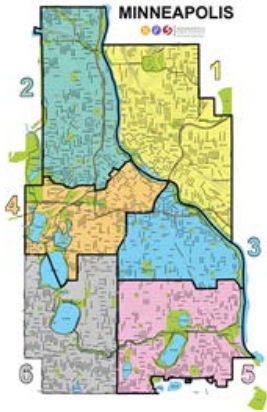


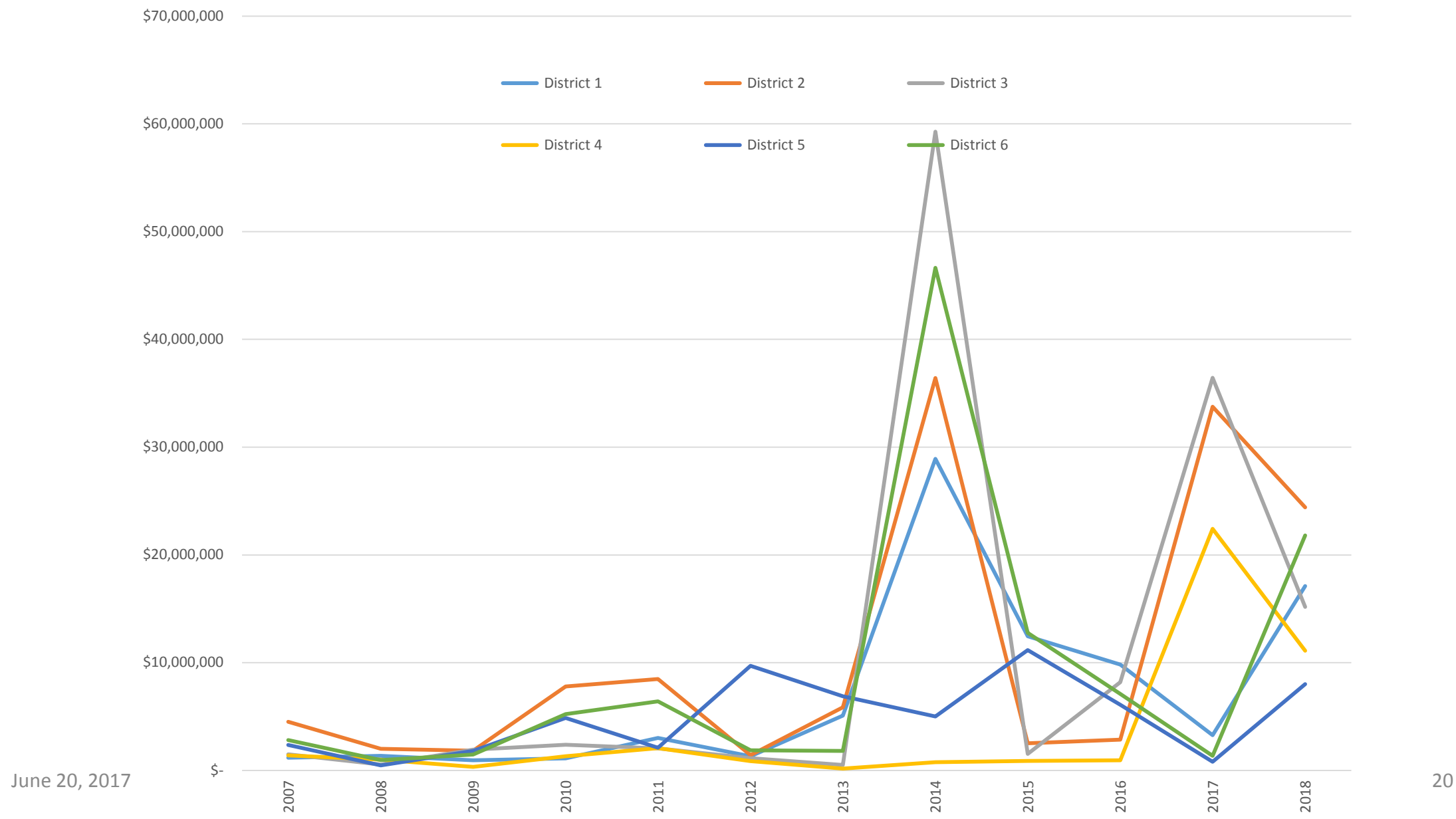
*Note: as of FY 18 Capital Plan completion
Based on 2017 Enrollment projections*

10 Year Capital Spend



BOE District	1	2	3	4	5	6
2007	\$ 1,183,447	\$ 4,504,976	\$ 1,500,429	\$ 1,398,312	\$ 2,367,829	\$ 2,812,951
2008	\$ 1,359,068	\$ 2,007,895	\$ 554,840	\$ 1,006,649	\$ 472,231	\$ 961,610
2009	\$ 937,283	\$ 1,825,888	\$ 1,924,377	\$ 322,709	\$ 1,804,757	\$ 1,472,845
2010	\$ 1,125,213	\$ 7,795,537	\$ 2,380,600	\$ 1,320,339	\$ 4,867,257	\$ 5,217,461
2011	\$ 3,014,488	\$ 8,484,720	\$ 2,053,637	\$ 2,059,830	\$ 2,103,567	\$ 6,402,173
2012	\$ 1,313,342	\$ 1,423,757	\$ 1,146,260	\$ 867,554	\$ 9,696,948	\$ 1,874,733
2013	\$ 5,081,936	\$ 5,853,979	\$ 497,588	\$ 166,842	\$ 6,878,032	\$ 1,810,260
2014	\$ 28,909,907	\$ 36,414,058	\$ 59,264,871	\$ 757,954	\$ 5,003,573	\$ 46,639,753
2015	\$ 12,457,271	\$ 2,526,177	\$ 1,538,731	\$ 878,743	\$ 11,167,822	\$ 12,767,969
2016	\$ 9,827,746	\$ 2,853,083	\$ 8,175,834	\$ 939,155	\$ 6,097,694	\$ 7,108,737
2017	\$ 3,264,860	\$ 33,747,885	\$ 36,436,406	\$ 22,426,004	\$ 810,855	\$ 1,364,488
2018	\$ 17,107,952	\$ 24,414,060	\$ 15,177,177	\$ 11,104,772	\$ 8,013,789	\$ 21,803,253
Grand Total	\$ 85,582,515	\$ 131,852,018	\$ 130,650,753	\$ 43,248,868	\$ 59,284,360	\$ 110,236,237

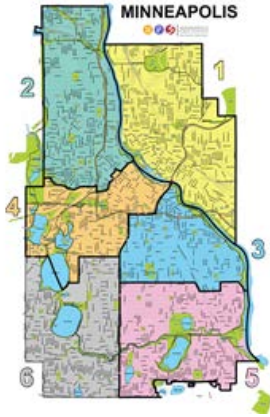




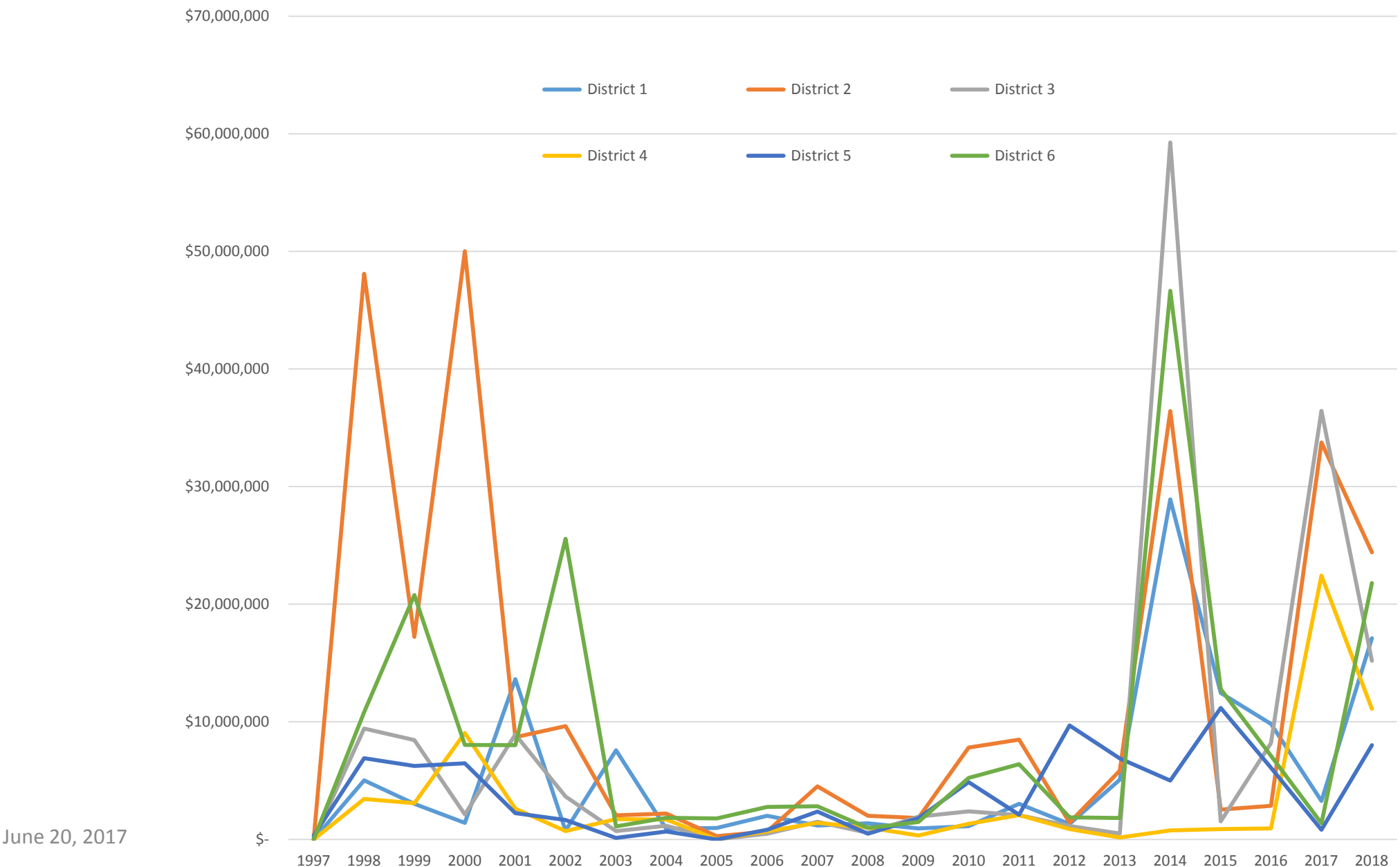
20-Year Capital Spend



BOE District	1	2	3	4	5	6
1997			\$ 1,995		\$ 304,217	
1998	\$ 5,011,417	\$ 48,099,528	\$ 9,426,632	\$ 3,429,729	\$ 6,906,502	\$ 10,820,826
1999	\$ 3,025,547	\$ 17,213,615	\$ 8,444,511	\$ 3,079,213	\$ 6,238,690	\$ 20,774,905
2000	\$ 1,394,557	\$ 50,022,451	\$ 2,124,643	\$ 9,056,819	\$ 6,475,705	\$ 8,024,187
2001	\$ 13,618,685	\$ 8,683,315	\$ 8,919,637	\$ 2,610,088	\$ 2,238,428	\$ 8,011,959
2002	\$ 740,420	\$ 9,622,754	\$ 3,643,753	\$ 698,314	\$ 1,654,973	\$ 25,565,545
2003	\$ 7,573,438	\$ 2,040,441	\$ 715,262	\$ 1,714,361	\$ 123,980	\$ 1,098,501
2004	\$ 888,912	\$ 2,199,333	\$ 1,150,954	\$ 1,681,821	\$ 667,348	\$ 1,840,047
2005	\$ 968,579	\$ 272,319	\$ 6,210	\$ 15,930		\$ 1,782,815
2006	\$ 2,006,908	\$ 674,014	\$ 489,634	\$ 681,952	\$ 828,590	\$ 2,752,857
2007	\$ 1,183,447	\$ 4,504,976	\$ 1,500,429	\$ 1,398,312	\$ 2,367,829	\$ 2,812,951
2008	\$ 1,359,068	\$ 2,007,895	\$ 554,840	\$ 1,006,649	\$ 472,231	\$ 961,610
2009	\$ 937,283	\$ 1,825,888	\$ 1,924,377	\$ 322,709	\$ 1,804,757	\$ 1,472,845
2010	\$ 1,125,213	\$ 7,795,537	\$ 2,380,600	\$ 1,320,339	\$ 4,867,257	\$ 5,217,461
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2014	\$ 28,909,907	\$ 36,414,058	\$ 59,264,871	\$ 757,954	\$ 5,003,573	\$ 46,639,753
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2016	\$ 9,827,746	\$ 2,853,083	\$ 8,175,834	\$ 939,155	\$ 6,097,694	\$ 7,108,737
2017	\$ 3,264,860	\$ 33,747,885	\$ 36,436,406	\$ 22,426,004	\$ 810,855	\$ 1,364,488
2018	\$ 17,107,952	\$ 24,414,060	\$ 15,177,177	\$ 11,104,772	\$ 8,013,789	\$ 21,803,253
Grand Total	\$ 120,810,976	\$ 270,679,787	\$ 165,573,981	\$ 66,217,091	\$ 84,722,787	\$ 190,907,874



20-Year Comparison



June 20, 2017

Recommended Additional Data Analysis for Capital Improvement Plan

- Look at RIS sites located in zones with higher percentage of white and/or non-FRL students
- Additional research to understand school experience and parent perceptions of quality
 - District investment in infrastructure not correlated with enrollment increases
 - Capital investments not determining factor in school choice

Responses/Questions

- Request more information on historical district infrastructure spending to understand what drives decisions
- Process changes
 - Send information ahead of time so committee can review and prepare questions and pinpoint equity concerns prior to meeting; data calendar will be available next year
 - Invite additional representatives from cultural groups and geographic zones

Appendix

- Bond: A contract between a borrower and a lender in which the borrower promises to pay a specified rate of interest for each period the bond is outstanding and repay the principal at the maturity date.
 - General Obligation Bond
 - Certificate of Participation
 - General Obligation Long-Term Facilities Maintenance Bond

Air Conditioned Buildings



SiteID	Approx% Net SF with coolin g	Locations	BOE District	Zone	Notes	SiteID	Approx% Net SF with coolin g	Locations	BOE District	Zone	Notes
ANDE	100%	Andersen	3	2		NUTR	100%	Nutrition Center	2	1	
2225	100%	Anishinabe	3	2		OLSO	100%	Olson	2	1	
ANTH	5%	Anthony	6	3		1225	100%	O&M	2	1	
ANWA	5%	Anwatin	4	1		PILL	100%	Pillsbury	1	1	
ARMA	90%	Armatage	6	3	Project under construction	PRAT	5%	Pratt	1	2	
BANC	100%	Bancroft	5	2	Project under construction	RAMS	100%	Ramsey	6	3	
BART	100%	Barton	6	3		ROOS	5%	Roosevelt	5	2	
BETH	100%	Bethune	2	1		SANF	100%	Sanford	3	2	
BRYN	100%	Bryn Mawr	4	1		SEWA	100%	Seward	3	2	
BURR	100%	Burroughs	6	3		SHER	50%	Sheridan	1	1	
CITY	100%	Cityview	2	1		SOUT	100%	South	3	2	
COOP	0%	Cooper	3	2		SWES	100%	Southwest	6	3	
DOWL	100%	Dowling	5	2		SULL	100%	Sullivan	3	2	
EDIS	100%	Edison	1	1		TRAN	10%	Transportation Center	2	1	
EMER	100%	Emerson	4	3		TUTT	25%	Tuttle	1	1	
ERIC	5%	Ericsson	5	2		DAVI	100%	W. H. Davis	2	1	
DCEN	100%	Davis Center	2	1		WAIT	100%	Waite Park	1	1	
1010	100%	FAIR	4	3		WASH	100%	Washburn	6	3	
FIEL	5%	Field	5	3		WEBS	100%	Webster	1	1	
FOLW	100%	Folwell	5	2		WENO	100%	Wenonah	5	2	
FRAN	100%	Franklin	2	1		WHIT	100%	Whittier	4	3	
GORD	0%	Gordon Center	2	1		WILD	100%	Wilder	3	2	
GREE	100%	Green	3	3		WILL	0%	Willard	2	1	
HALE	100%	Hale	5	3		WIND	100%	Windom	6	3	
HALL	100%	Hall	2	1	Project in design	0800	100%	800 West Broadway	2	1	
HAMI	100%	Hamilton	2	1		VICT	0%	Victory Mem Ice Areen	2	1	
HARR	100%	Harrison	2	1		YFIE	100%	YWCA Fieldhouse	3	2	
HENR	100%	Henry	2	1	Project in design						
HIAW	10%	Hiawatha	5	2							
HOWE	100%	Howe	5	2							
JEFF	100%	Jefferson	4	3	Project in design						
LIND	100%	Jenny Lind	2	1							
JORD	100%	Jordan Park	2	1							
KEEW	100%	Keewaydin	5	2							
KENN	5%	Kenny	6	3							
KENW	5%	Kenwood	4	3							
LLOW	100%	Lake Harriet Lower	6	3							
LLUP	5%	Lake Harriet Upper	6	3							
LANE	100%	Lucy Laney	2	1							
LINC	100%	Lincoln	2	1							
LONG	50%	Longfellow	3	2							
LORI	100%	Loring	2	1	Project design to start Aug 2017						
LYND	100%	Lyndale	6	3							
MARC	100%	Marcy	1	1							
JOHN	100%	Nellie Stone	2	1							
NORT	100%	North	2	1							
NSTA	100%	North Star	2	1							
NEAS	100%	Northeast	1	1							

Includes Pending Construction

Total Building Security Assessment



Date:	
Time:	
School:	
Age Group:	
Enrollment:	

Staff Count (FTE):	
Supervisory Index:	
Vandalism Report:	
Technology Theft Report t:	
Assessor:	

A: Interior Physical Security				
	QUESTION	INSTRUCTIONS	RESPONSE	COMMENTS/ACTION REQUIRED
A.1	Is the office and/or welcome desk in the best location to monitor entrances?	Select "No" if there isn't a welcome desk, AND the visitor entrance is not in sightline of office staff.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.2	If necessary, are there posted signs directing visitors to where the office is located?	Select "No" if the office isn't directly inside the visitor entrance and there aren't signs to direct visitors to the office.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.3	Are visitor procedures (sign in sheet/visitor badges) being utilized?	Select "No" if there isn't an accessible sign in sheet, or if visitor badges aren't distributed.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.x	Does visitor foot traffic match the number of visitors in the visitor log?	Select "No" if there are more visitors observed than are in the visitor log. Observe front door foot traffic for 15-30 minutes, then check the log.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.4	Is staff checking IDs for unfamiliar visitors?	Interview office staff and interview how they handle an unknown visitor. Select "No" if they don't mention asking for identification.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.5	Is camera equipment functioning?	Select "No" if any cameras or DVRs are not functioning. Or there are any fake/non-working/dummy cameras.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.6	Is camera system stored in a secure location with limited access? (Not necessarily the data center)	Select "No" if cameras are not in a secured data closet, or mechanical room.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.7	Is the surveillance system free of blurry, distorted, and/or obstructed images?	Select no if more than 1 camera is blurry, obstructed, or otherwise unusable.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.8	Is the camera equipment being monitored or otherwise utilized?	Select "No" if cameras are not being displayed or if camera system is not pulled up on any monitor. Select N/A If there are no cameras beyond the Iphone.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.9	If there is a security desk, is the CCTV software available to the attendant?	Select "No" if security/welcome does not have access to the camera system.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

A.10	Are there current staff members who have user accounts on Pelco software?	Select "No" no users listed are current staff members.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.11	Is video surveillance system maintaining 30 days of retention?	Utilize Pelco software to check video availability. Select "No" if video is not retaining 30 days.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.12	Do camera settings reflect the needs of the site? (are they at standards?)	Check motion detection zones, quality settings, and camera naming. Select "No" if settings are not optimal for the site.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.13	Are cameras labeled or numbered to assist with troubleshooting?	Look at multiple cameras throughout the building. Select no if they are not labeled or numbered on the camera itself or on the cable (in the data room).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.14	Does staff understand how to request video?	Select "No" if primary camera operator is not aware of how to request video (either via email or the website request form) and is not aware of the 30 day retention.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.15	Are all Stentofon/Aiphone buzzers operational?	Select "No" if buzzer does not function properly, or the door will not properly unlock.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.16	Is the door buzzer system utilized, and are visitors verbally screened?	Select "No" if visitors can access the building without using the buzzer or if visitors are not verbally screened.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.17	Is there a communication system being utilized (Examples: Push-To-Talk, Nextel, Cell Phones, or Walkie Talkies)?	Select "No" if site does not use any mobile form of communication.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.1x	Are communications devices utilized during recess and activities?	Select "No" if staff do not carry a communication device during recess or other outdoor activities.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.18	Is PA System Fully functional, and audible to all occupied areas of the building?	Select "No" if there are rooms used on a consistent daily basis which cannot clearly hear PA Announcements.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.19	Is there a key-control system in place?	Select "No," if there is not a formal key control process.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

A.20	Are roof hatches secured when not in use?	Select "No" if roof hatch is not locked or attended.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.21	If a school utilizes lockers, are they all secured using standard locks?	Select "No" if there are unlocked lockers, or non-school issued locks.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.22	Are unused rooms secured?	Select "No" if there are unused rooms that are not locked.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.2x	Do all rooms have an area where students can be out of view in the event of a lockdown?	Select "No" if there is not sufficient room for all students to be out of view from the door/window into the hallways.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.23	Are mechanical and storage areas secured when not in use?	Select "No" if there are mechanical or storage rooms unlocked or propped open.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.2x	Are all cleaning chemicals/supplies secured and labeled appropriately?	Select "No" if there are any unlabeled/unsecured chemicals accessible to students.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.24	Are there designated staff restrooms in the building?	Select "No" if there are not any restrooms designated for staff use only.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.25	If there are any co-located programs at the building, have all applicable security concerns been addressed? (e.g. clinics, park building, community center)	Select "No" if staff needs to enter the hallway in order to lock classroom doors.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.26	Is the interior of the building free of vandalism and graffiti (Including restrooms/locker rooms)?	Select "No" if you see multiple incidents of graffiti/markings/vandalism that has not been addressed	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A.27	Is the interior of the building free of poorly lit areas?	Select "No" if there are areas that are not adequately lit.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.28	Is the building free of blocked doors?	Select "No" if there are blocked doors, or obstructed areas.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.29	Are building blueprints available on site?	Interview engineer or other staff. Select "No" if blueprints are not available.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A.30	If there are elevators, do they restrict usage, and are emergency procedures posted?	Select "No" if the elevator use is not restricted and/or emergency procedures are not available.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

B: Exterior Physical Security				
	QUESTION	INSTRUCTIONS	RESPONSE	COMMENTS
B.1	Is the main entrance easily identified, and/or properly marked?	Select "No" if there is nothing differentiating or identifying the main entrance.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.2	Is the main entrance secured?	Select "No" if the main entrance is not secured.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.3	Are buzzer instructions posted near the main entrance(s) / visitor entrance(s)?	Select "No" if there are not buzzer instructions posted at the main entrance.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.4	Are there signs on alternate doors, directing visitors to the main entrance?	Select "No" if signs are not posted on alternate doors, directing visitors to the main entrance.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.5	Are all exterior doors locked or otherwise secured?	Select "No" if doors are found unlocked or and unmonitored.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.6	Do all exterior doors close automatically, or without assistance?	Select "No" if doors do not latch behind people as they enter or exit.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.7	Are all exterior doors numbered?	Select "No" if doors are not all numbered.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.8	Is exterior signage appropriate, professional, and welcoming?	Select "No" if there is an excessive amount of signing, or signing that may cause a visitor or student to feel unwelcomed.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.9	Are all exterior windows secured or otherwise locked?	Select "No" if windows are not secured, or are not in good condition.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.10	Are blinds/curtains/window treatments used to conceal rooms with valuable equipment/computers?	Select "No" if valuable equipment or computers are visible from outside of the school,	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.11	Is the property line clearly defined by fences, sidewalks, or tree lines?	Select "No" if there are no clear lines established, or If you cannot visually determine where MPS property ends/begins.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

B.12	Are all fences free of damage, or broken components?	Select "No" if portions of the fence are broken, or vandalized.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.13	Are grounds free of excessive trash or clutter?	Select "No" if there a significant amount of trash or clutter is observed on building grounds.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.14	Is there adequate trash receptacles spread throughout the grounds?	Select "No" if there are not trash receptacles on grounds.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.15	Is the exterior of the building and any school owned property free of vandalism and graffiti (excluding minor marks made with a pen/pencil, or lightly scratched into the surface)?	Select "No" if you see significant markings of vandalism or graffiti.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.16	Has the school had less than \$1200 of vandalism in the past year?	Select "No" if vandalism report shows the building having more than \$1200 or reported vandalism, or more than 6 incidents.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.17	If there are problematic areas around the building, are there no trespassing signs on grounds?	Select "No" if there are not signs posted on grounds.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.18	Is the exterior of the building free of dark areas?	Select "No" if there are areas that are not adequately lit.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.19	Is all exterior lighting functioning and maintained (Broken cover, faded, etc.) and functional?	Select "No" if there are excessively faded covers, shattered or broken covers, or lights that are missing components.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.20	Have all simple methods of gaining roof access been addressed?	Select "No" if there are easy methods to access the roof. Not- all roof access ladders have proper security in place.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.21	Is the property free from any overgrown shrubs or vegetation near or around the building?	Select "No" if there is overgrown vegetation around the building perimeter. (No shrubbery above 2' / No branches below 8')	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.22	Are there external cameras? (if not, skip b.14)	Skip next question if answer is "No." Select "No" if the site does not have any cameras outside of the building.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

B.23	If Yes - are all exterior cameras functioning and free of obstructions?	Select "No" if any cameras are blocked by trees/supplies/etc. Or, fuzzy/blurry/dark/bright/angled at wall or ceiling	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.24	Is there a consistent arrival and dismissal strategy in place?	Select "No" if the school does not have specific arrival and dismissal plans.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.25	Are there communicated expectations for parent pick-up/drop off?	Select "No" if parents do not have a designated drop off/pick up area, OR if the locations are not communicated to parents.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.26	Is parent/vehicle behavior appropriate during drop-off and pick-up?	Select "No" if parents are observed driving unsafe, or behaving in an aggressive/inappropriate manner.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.27	Are bike racks available?	Select "No" if there are not designated places to secure bikes.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.28	If Yes - are bike racks in an area of heavy traffic, and/or viewable from office/classroom	Select "No" if bike racks are located in a low traffic/secluded not easily visible.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.30	Is playground equipment in good condition?	Select "No" if there are any obvious vandalism or safety hazards.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.31	Are any out buildings (sheds, concession stands, football stadiums, etc.) properly secured?	Select "No" if any out buildings are found unsecured.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.32	Are parked vehicles following any parking restrictions/guidelines?	Select "No" if vehicles are parked in no parking zones, or blocking doors.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.33	Is the facility or dock door secured or monitored?	Select "No" if the facility/trades doors not locked AND there is no one in the immediate area.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.34	If there is a need, do exterior doors have peep-holes or windows?	Select "No" if exterior doors commonly used do not have a view via window/peep hole.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.35	Is visitor parking available?	Select "No" if there is not any designated parking area or parking spots.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

B.36	Does the visitor parking naturally flow towards the main entrance?	Select "No" if there is not a natural flow to the visitor door from the parking lot.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.37	Are the vehicles in the lot appropriately secured and free of any visible valuables?	Select "No" if any valuable, high theft items are left exposed in vehicles or if vehicles are visibly unlocked or open.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.38	Is parking lot free of any potential safety hazards?	Select "No" if there are any additional safety concerns in the lot (Pot Holes, Drug paraphernalia, broken equipment, etc.).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.39	Are there adequate stop signs and/or crosswalks to maintain safety of students/staff?	Select "No" if there is concerning traffic around the building/grounds that is not addressed by signs/crosswalks.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B.40	Is the school involved in the school patrol program?	Select "No" if there is not a school patrol program in place at the site.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B.40	Is the area free from concerning crime trends within the .5mi walking radius around the building?	Select "No" if the analytics from RAIDS shows concerning trends during the school day.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

C: Behavior

QUESTION		INSTRUCTIONS	RESPONSE	COMMENTS
C.1	Are behavioral issues sufficiently documented in Discovery? -If No, please skip to C.10	Select "No" if there are not enough incidents to compare TY/LY.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.2	Have the number of suspensions been reduced from previous year?	Select "No" if there was an increase of incidents compared to previous year.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.3	Have the number of weapon incidents been reduced from previous year?	Select "No" if there was an increase of incidents compared to previous year.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.4	Have the number of threats been reduced from previous year?	Select "No" if there was an increase of incidents compared to previous year.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

C.5	Have the number of alcohol/drug incidents been reduced from previous year?	Select "No" if there was an increase of incidents compared to previous year.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.6	Have the number of theft incidents been reduced from previous year?	Select "No" if there was an increase of incidents compared to previous year.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.7	Have the number of bullying incidents been reduced from previous year?	Select "No" if there was an increase of incidents compared to previous year.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.8	Have the number of Disruptive/Disorderly/Insubordination incidents been reduced from previous year?	Select "No" if there was an increase of incidents compared to previous year.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.9	Have the number of fights been reduced from previous year?	Select "No" if there was an increase of incidents compared to previous year.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.10	Are incidents occurring consistently in all locations, and not in a specific area?	Select "No" if 30% of documented incidents are occurring in any one location.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
C.11	Are the halls free of excessive student traffic in the halls during instruction time?	Select "No" groups of unsupervised students or more than 6 students at a given time are observed.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.12	Were the halls free of escalated arguments or acts of aggression?	Select "No" if any escalated arguments or acts of aggression are observed during passing periods.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.13	Were hallway/gathering areas adequately supervised when students were present?	Select "No" if the student/teacher ratios did not seem to be sufficient for the area observed.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.14	Were interactions between students during recess/outdoor time generally positive?	Select "No" if there were any acts of aggression, violent play, or escalating arguments were observed during outdoor activity time.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.15	Were outdoor play areas adequately supervised when students were present?	Select "No" if the student/teacher ratios did not seem to be sufficient for the area observed.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

C.16	Were Active Supervision principles typically utilized by staff?	Select "No" if staff were not consistently moving, scanning, having positive interactions, making pre-corrections, or communicating consequences.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.17	Are students restricted from access to non-supervised areas?	Select "No" if any students are observed in areas they should not be in (e.g. behind the curtain on a stage, storage areas, collocated program areas).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C.18	Does the school have any type of PBIS in place?	Select "No" if there is not a positive behavior plan in use.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
C.19	Are school rules or expectations posted in the building?	Select "No" if there are not any school rules or expectations posted throughout the building.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

D: Emergency Preparedness/Emergency Procedures

QUESTION		INSTRUCTIONS	RESPONSE	COMMENTS
D.1	Are lockdown procedures posted throughout the building, and in classrooms?	Select "No" if multiple copies of the emergency procedures are not observed throughout the site.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D.2	Were all required drills completed last year?	Open AdminPortal for the site being assessed. Select "No" if not all required drills were completed last year.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
D.3	Were drills conducted steadily throughout the year?	Open AdminPortal for the site being assessed. Select "No" if the majority of the drills were during the end of the year.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
D.4	Does the staff know evacuation rally points and are these locations the best evacuation option?	Interview 3 members of the SET team where the evacuation points are. Select "No" staff unfamiliar with locations.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
D.5	Does the staff know where to seek shelter during severe weather?	Interview 3 staff members where to go during severe weather. Select "No" if they do not mention getting to the lowest level, innermost location away from windows	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D.6	Are go bags available and are they easily visible or accessible in classrooms.	Select "No" if go bags are not readily available for the SET team.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

D.7	Are go bag student lists up to date?	Select "No" if lists have not been regularly updated.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D.8	Is the Site Emergency Plan up-to-date and submitted?	Select "No" if the emergency plan has not been updated prior after the deadline.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D.9	Is the SET team current, and aware of their role in case of an emergency?	Select "No" if set team roster is not current, or if people are unaware of their duties.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D.10	Has the SET team met during the current school year to discuss emergency plans?	Interview a member of the SET team. Select "No" if there has not been a meeting.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D.11	Are emergency contact lists available and current?	Select "No" if emergency contacts for site staff are not current and available.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E: General Security / Assets Protection				
	QUESTION	INSTRUCTIONS	RESPONSE	COMMENTS
E.1	Are rooms with computer devices secured when unattended?	Select "No" if computer labs or rooms with device storage are unlocked.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E.2	Are all workstations password protected when unattended?	Select "No" if private workstations are not secured with a password when unattended.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E.3	Has the equipment remained secure and free of theft over the past year?	Select "No" if any equipment has been stolen or lost. Interview media specialist or IT staff when applicable.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E.4	If previous answer was "No" has the equipment theft been reported to IT?	Select "No" if there are incidents that were not reported.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
E.5	Is data closet(s) secured? (Note: not necessarily the same location that the camera system is stored)	Select "No" if the data closet/head end room is unlocked or propped open.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E.6	Does your staff know the procedure for releasing students to parents, guardians, police and emergency contacts?	Interview several 3 staff members if they know the procedures for releasing students. Select "No," no mention of checking ID.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E.7	Are staff members wearing photo IDs?	Take a random sample of 6 staff members. Select "No" if 3+ are not wearing IDs.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

	Are visitors and/or volunteers wearing some form of identification?	Select "No" if more than 2 or more visitors are observed without a visitor badge.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E.8	Does staff approach people they don't recognize, who aren't wearing visible IDs?	Ask staff how they handle unfamiliar visitors. Select "No" if they would not approach them and offer assistance.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
E.10	Are your staff members familiar with how to report security concerns, and/or suspicious activity?	Interview 3 staff members. Select "No" if reporting to SRO/Security/Administration is not mentioned.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E.11	Is your staff aware of who your school resource officer is, and how they can contact them?	Interview office staff. Select "No" if staff is unaware of who their SRO is, and how to contact them.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
E.11	Does the site admin team; have a good rapport/get the desired support from their SRO?	Interview Admin. Select "No" if staff is not getting the requested support, or has difficulties in working with their SRO.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E.11	Has the school's SRO visited or responded during the current year?	Interview office staff/admin. Select "No" if staff states that their SRO has not been in the building for the current year.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

Culinary Wellness Services
School Site Summary - 2017

Status	RIS	Neighborhood	BOE dist	Zone	School	Salad Bar	Onsite	Notes	F/R % 2016- 17	Lunch Participation %
Open	No	Lynnhurst	6	3	BURR - Burroughs	Yes	No	Needs new kitchen	15.6	29.66
Open	Yes	McKinley	2	1	CITY - Cityview	Yes	Yes	Needs new equipment	91.8	74.56
Open	No	Holland	1	1	EDIS - Edison	Yes	Yes	Needs new equipment	81.8	75.61
Open	No	LoringPark	4	3	EMER - Emerson	Yes	No	Needs new kitchen and cafeteria	82.1	77.19
Open	No	Field	5	3	FIEL - Field	Yes	No	Needs new kitchen and cafeteria	27.1	34.72
Open	Yes	Standish	5	2	FOLW - Folwell	Yes	Yes	Needs new kitchen	90.5	87.83
Open	Yes	Webber-Camden	2	1	HENR - Henry	Yes	Yes	Needs new equipment	81.8	73.5
Open	Yes	Lowry Hill East	4	3	JEFF - Jefferson	Yes	No	Needs new kitchen and cafeteria	93.1	80.23
Open	Yes	Jordan	2	1	JORD - Jordan	Yes	Yes	Needs new equipment	87.2	86.21
Open	No	Webber-Camden	2	1	LORI - Loring	Yes	No	Needs new kitchen and cafeteria	65.9	63.87
Open	No	MarcyHolmes	1	1	MARC - Marcy	Yes	No	Needs new kitchen	53.9	52.01
Open	Yes	ShingleCreek	2	1	OLSO - Olson	Yes	No	Has new cooler/freezer;	88.9	83.95
Open	Yes	Phillips	3	2	ANDE - Anderson	No	No	Needs new kitchen and cafeteria	97.5	87.13
Open	No	Kenny	6	3	ANTH - Anthony	Yes	Yes	Needs new equipment	46.3	48.48
Open	Yes	Bryn Mawr	4	1	ANWA - Anwatin	Yes	Yes	Needs new equipment	77.3	67.16
Open	No	EastHarriet	6	3	BART - Barton	Yes	No	Needs new kitchen and cafeteria	44.3	41.72

Culinary Wellness Services
School Site Summary - 2017

Open	Yes	NearNorth	2	1	BETH - Bethune	Yes	No	Needs new kitchen and cafeteria	98.7	88.85
Open	Yes	Bryn Mawr	4	1	BRYN - Bryn Mawr	Yes	No	Needs new kitchen; cafeteria	83.7	76.57
Open	No	Harrison	2	1	DAVI - Davis	No	No	Building staff want onsite and salad	93.7	82.98
Open	Yes	Central	3	3	GREE - Green	No	No	Needs new kitchen and cafeteria	96.9	91.65
Open	No	Hale	5	3	HALE - Hale	No	No	Needs new kitchen and cafeteria	14.3	40.91
Open	Yes	NearNorth	2	1	HALL - Hall	Yes	No	Needs new kitchen and cafeteria	90.3	72.08
Open	No	Harrison	2	1	HARR - Harrison	Yes	Yes	Very small student population	88	59.42
Open	No	Kenny	6	3	KENN - Kenny	Yes	No	Needs new kitchen	25.6	39.78
Open	No	Kenwood	4	3	KENW - Kenwood	No	No	Needs new kitchen and cafeteria	22.8	33.78
Open	Yes	Lind-Bohanon	2	1	LIND - Lind	Yes	No	Needs new kitchen and cafeteria	92.2	74.15
Open	No	Fulton	6	3	LLUP - Lake Harriet Upper	Yes	Modified	Needs new kitchen and cafeteria	14.1	24.15
Open	No	Longfellow	3	2	LONG - Longfellow	Yes	Modified	We are making this work	92	69.42
Open	No	Audubon Park	1	1	NEAS - Northeast	Yes	Yes	Needs equipment	82.8	68.14
Open	Yes	NearNorth	2	1	NORT - North	Yes	Yes	Production kitchen;	85.1	76.16
Open	Yes	Windom Park	1	1	PILL - Pillsbury	Yes	No	Needs new kitchen	80.5	82.04
Open	No	Tangletown	6	3	RAMS - Ramsey	Yes	No	Needs new kitchen	45.6	35.24
Open	Yes	Sheridan	1	1	SHER - Sheridan	No	No	Needs new kitchen and cafeteria	94.1	70.83

Culinary Wellness Services
School Site Summary - 2017

Open	No	Corcoran	3	2	SOUT - South	Yes	Yes	Needs new equipment	56.9	44.43
Open	No	Como	1	1	TUTT - Tuttle	Yes	Modified	Needs new kitchen and cafeteria	93.2	97.41
Open	No	Waite Park	1	1	WAIT - Waite Park	No	No	Needs new kitchen and cafeteria	49.9	57.74
Open	No	Tangletown	6	3	WASH - Washburn	Yes	Yes	Needs new equipment	40	31.65
Open	No	Wenonah	5	2	WENO - Wenonah	Yes	No	Needs new kitchen and cafeteria	41.6	56.2
Open	No	Whittier	4	3	WHIT - Whittier	Yes	No	Needs new kitchen	69.6	73.16
Open	No	Windom	6	3	WIND - Windom	Yes	No	Needs new kitchen and cafeteria	45.6	58.29
Open	No	Armatage	6	3	ARMA - Armatage	No	No	Under construction	27.2	45.75
Open	No	Bancroft	5	2	BANC - Bancroft	No	No	Under construction	84.2	79.3
Open	No	Ericsson	5	2	ERIC - Ericsson	No	No	Under construction	27	45.86