Consent Form

Your school has been selected to participate in a national survey on charter school facilities funded by the U.S. Department of Education. The National Charter School Resource Center (NCSRC) is conducting this survey to inform the public of the condition and operation of physical spaces used by charter schools. This data will be used to inform policymaking and advocacy about the conditions of charter school facilities and the resources necessary for their improvement. Specifically, the survey questionnaire includes questions in six topical areas:

1. General school information
2. School facility characteristics and conditions
3. Facility ownership and plans
4. Facility maintenance and renovation
5. Facility funding and financing
6. COVID-19 impacts on facilities

The survey will take approximately 35 minutes. You may skip questions or withdraw from the survey at any time by clicking the 'Exit Survey' button at the top of each page and resume at another time by clicking on the survey link in the invitation email.

Your school was selected as one of a nationally representative sample of 700 charter schools to participate in this survey. Your participation is voluntary and greatly valued. **Upon confirmation of participation, respondents will receive a $50 Visa gift card.**

Please respond to the entire survey questionnaire based on the school and facility at the location specified in the email you received. If you have questions about this or any other aspect of the survey, please email us at facility-survey@charterschoolcenter.org.

Responses to this data collection will be used only for statistical purposes. The reports prepared for this study will summarize findings across the sample and will not associate responses with a specific individual. We will not provide information that identifies you to anyone outside the study team, except as required by law.

ELECTRONIC CONSENT: Please select your choice below.

Please select "Agree" to indicate that: you have read the above information; you voluntarily agree to participate in the survey; and you are at least 18 years of age.

Please select "Disagree" if you do not wish to participate in the survey.
   a. Agree
   b. Disagree

Section 1 – General School Information

In this section, we collect background information about your school. We use the term "school facility" to refer to the physical building(s) and infrastructures associated with the school and facility at the location specified in the email you received.

1. Is your school managed by one of the following?
   a. A charter management organization (CMO)
   b. An education management organization (EMO)
   c. Other types of support organization
      Please specify: _____
   d. No. My school is an independent school.

2. In which year did your school first open? (Please enter a single, four-digit year)
   _____

Section 2 – School Facility Characteristics and Conditions

In this section, we ask about your school's facility characteristics. We use the term "school facility" to refer to the physical building(s) and infrastructures associated with the school and facility at the location specified in the email you received.

3. How long has your school been using the current facility as your school's physical location?
   a. Less than 5 years
   b. 5 – 9 years
   c. 10 – 14 years
   d. 15 or more years

4. How many different facilities has your school occupied since opening? (insert numerical answer)

5. When was your school's main instructional building constructed? If the main instructional building consists of multiple buildings, please select all years that apply.
   a. Before 1950
   b. 1950 – 1959
   c. 1960 – 1969
   d. 1970 – 1979
   e. 1980 – 1989
   f. 1990 – 1999
   g. 2000 – 2009
   h. 2010 – Current

6. What is the **overall condition** of the permanent and portable (temporary) onsite buildings at your school? *(If the school has more than one building of a particular type, consider all of them in providing a rating.)*
   (If "School does not have building type" is selected for 6a., respondent skips question 7.)
   (If "School does not have building type" is selected for 6b., respondent skips question 8.)

Please use the following rating scale to indicate the overall condition of each type of onsite building at this school:

School does not have building type means that the school does not have that type of building.
Excellent means that the facility meets all the reasonable needs for normal school performance yet goes well beyond adequate. Relatively minor enhancements may be necessary.
Good means that the facility meets all the reasonable needs for normal school performance, is often in good condition, and generally meets some, but not all, of the characteristics of an excellent facility.
Fair means that the facility meets minimal needs for normal school performance but requires frequent maintenance or has other limitations. It requires some upgrading to be considered in good condition.
Poor means that the facility does not meet minimal needs for normal school performance.

Building type	School does not have building type	Excellent	Good	Fair	Poor
a. Permanent buildings	◯	◯	◯	◯	◯
b. Portable (temporary) buildings	◯	◯	◯	◯	◯

7. What is the **condition of each feature** for the permanent onsite buildings at this school? **(Skipped if respondent answers "School does not have building type" in 6a.)**

Please use the following rating scale to indicate the condition of building systems/features and outdoor features:
School does not have system/feature means that a building system/feature does not exist within that type of building or that the school does not have that outdoor feature.
Excellent means that a particular feature or system meets all the reasonable needs of the school pertaining to that item yet goes well beyond adequate. Relatively minor enhancements may be necessary.
Good means a feature or system meets all the reasonable needs of the school, is most often in good condition, and generally meets some, but not all, of the characteristics of an excellent system/feature.
Fair means that a feature or system meets minimal conditions but is not dependable, breaks down frequently, or has other limitations. It is a feature or system that would require some upgrading to be considered in good condition.
Poor means that a particular feature or system as it exists is inadequate to meet even the minimal needs of the school.

Building system/feature	Permanent buildings				
	School does not have system/ feature	Excellent	Good	Fair	Poor
a. Roofs	◯	◯	◯	◯	◯
b. Framing, floors, foundations	◯	◯	◯	◯	◯
c. Exterior walls, finishes	◯	◯	◯	◯	◯
d. Windows, doors	◯	◯	◯	◯	◯
e. Interior finishes, trim	◯	◯	◯	◯	◯
f. Plumbing/lavatories	◯	◯	◯	◯	◯
g. Heating system	◯	◯	◯	◯	◯
h. Air conditioning system	◯	◯	◯	◯	◯
i. Ventilation/filtration system	◯	◯	◯	◯	◯
j. Electrical system	◯	◯	◯	◯	◯
k. Interior lighting	◯	◯	◯	◯	◯
l. Exterior lighting	◯	◯	◯	◯	◯

	School does not have system/feature	Excellent	Good	Fair	Poor
m. Energy management system[1]	○	○	○	○	○
n. Life safety features[2]	○	○	○	○	○
o. Security systems[3]	○	○	○	○	○
p. Internal communication systems[4]	○	○	○	○	○
q. Technology infrastructure[5]	○	○	○	○	○

8. What is the **condition of each feature** for the portable (temporary) onsite buildings at this school? **(Skipped if respondent answers "School does not have building type" in 6b.)**

Please use the following rating scale to indicate the condition of building systems/features and outdoor features:

School does not have system/feature means that a building system/feature does not exist within that type of building or that the school does not have that outdoor feature.

Excellent means that a particular feature or system meets all the reasonable needs of the school pertaining to that item yet goes well beyond adequate. Relatively minor enhancements may be necessary.

Good means a feature or system meets all the reasonable needs of the school, is most often in good condition, and generally meets some, but not all, of the characteristics of an excellent system/feature.

Fair means that a feature or system meets minimal conditions but is not dependable, breaks down frequently, or has other limitations. It is a feature or system that would require some upgrading to be considered in good condition.

Poor means that a particular feature or system as it exists is inadequate to meet even the minimal needs of the school.

Building system/feature	Portable (temporary) buildings				
	School does not have system/ feature	Excellent	Good	Fair	Poor
a. Roofs	○	○	○	○	○
b. Framing, floors, foundations	○	○	○	○	○
c. Exterior walls, finishes	○	○	○	○	○
d. Windows, doors	○	○	○	○	○
e. Interior finishes, trim	○	○	○	○	○
f. Plumbing/lavatories	○	○	○	○	○
g. Heating system	○	○	○	○	○
h. Air conditioning system	○	○	○	○	○
i. Ventilation/filtration system	○	○	○	○	○
j. Electrical system	○	○	○	○	○
k. Interior lighting	○	○	○	○	○
l. Exterior lighting	○	○	○	○	○

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[1] A control system (often computerized) designed to regulate the energy consumption of a building by controlling the operation of energy consuming systems, such as the heating, ventilation, and air conditioning (HVAC), lighting, and water heating systems. These systems are sometimes referred to as mechanical control systems or building automation systems.

[2] Includes sprinklers, fire alarms, and smoke detectors.

[3] Includes surveillance cameras, perimeter intrusion alarms, metal detectors, and door controllers.

[4] Intercom and/or phone systems enabling communication with academic and administrative areas of the school individually and collectively.

[5] Facility access to voice, video, and data transmission in classrooms and administrative areas of the school. Includes wiring for computer workstations and other electronic equipment in program areas.

m. Energy management system[6]	○	○	○	○	○
n. Life safety features[7]	○	○	○	○	○
o. Security systems[8]	○	○	○	○	○
p. Internal communication systems[9]	○	○	○	○	○
q. Technology infrastructure[10]	○	○	○	○	○

9. Do all students with disabilities have access to the entire school facility at your school?
   a. Yes
   b. No
        Please describe what they can't access and why:

10. Does your school have a full preparatory kitchen to prepare hot and cold meals?
    a. Yes
    b. No. My school only has a warming kitchen.
    c. No. My school does not have a kitchen
    d. Other
        Please specify:

11. Does your school facility have its own playground?
    a. Yes
    b. No, but there is a nearby playground we can use.
    c. No and there is no nearby playground we can use.
    d. Not applicable. My school only serves middle and high school students.
    e. Other
        Please specify:

12. Does your school have its own gymnasium (or its equivalent, dedicated space outside) for students to use?
    a. Yes, it is an indoor space designated only for gymnasium activities.
    b. Yes, it is an outdoor space designated only for gymnasium activities.
    c. Yes, it is in a multipurpose space (also used for instruction or a cafeteria, for example).
    d. No, but there is a nearby athletic we can use as a gymnasium.
    e. No and there is no nearby athletic field we can use as a gymnasium.
    f. Other
        Please specify:

13. Does the school facility have its own play or athletic field(s)?
    a. Yes
    b. No, but there is a nearby athletic field that we use for this purpose.
    c. No and there is no nearby athletic field that we use for this purpose.
    d. Other
        Please specify:

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[6] A control system (often computerized) designed to regulate the energy consumption of a building by controlling the operation of energy consuming systems, such as the heating, ventilation, and air conditioning (HVAC), lighting, and water heating systems. These systems are sometimes referred to as mechanical control systems or building automation systems.

[7] Includes sprinklers, fire alarms, and smoke detectors.

[8] Includes surveillance cameras, perimeter intrusion alarms, metal detectors, and door controllers.

[9] Intercom and/or phone systems enabling communication with academic and administrative areas of the school individually and collectively.

[10] Facility access to voice, video, and data transmission in classrooms and administrative areas of the school. Includes wiring for computer workstations and other electronic equipment in program areas.

14. Since opening in this current location, has your school ever closed for at least one instructional day due to facility-related issues that are unrelated to the COVID-19 pandemic?
    a. No
    b. Yes
       Please list the facility issues (s) _____

Section 3 – Facility Ownership and Plans

This section asks about charter facility ownership, shared use of facilities, and facility plans.

Section 3.1 – Facility Ownership

15. Please select which of the following entities owns your school's facility. If multiple entities own the school facility, select all that apply. The definition of ownership includes situations where the entity is currently making debt service payments but will own the facility once these payments are complete.

    o The school itself
    o The affiliated CMO or EMO owns the facility
    o A nonprofit organization or corporation established for sole purposes of owning the facility for the school's benefit
    o A local school district
    o The state
    o A government entity other than the state or a school district
    o A for-profit company unrelated to the school
    o A nonprofit organization unrelated to the school
    o Other
       Please specify:

16. Does the school share its facility with another group (co-location or shared use of multi-tenant areas where the school has its own space while other occupants share the same property in proximity)?

    a. Yes
    b. No (Skip to question 20)

17. Please select the types of groups your school shares its facility with. Please select all that apply.
    o Another public charter school, including a preschool
    o A public school that is not a charter school, including a preschool
    o A private school, including a preschool
    o An organization that provides services to students or your school (e.g., a not-for-profit organization or a governmental agency)
    o An organization that does not provide services to students or your school
    o Other
       Please specify:

18. What are the benefits of co-location (shared use) for your school? (Check all that apply)
    o Reduction of facility expenses
    o Collaboration with schools at the co-location site
    o Access to amenities for students with disabilities (e.g., gym, lunchroom, science labs)

o   Accommodation to expand my school over time
o   Available space to meet my school's programmatic and educational needs
o   Location in the neighborhood my school serves
o   Reduction of staff time spent on facility-related issues, such as maintenance and repairs
o   Other
      Please explain:
o   No significant benefits

19. What are your school's <u>concerns</u> about co-location (shared use)? (Check all that apply.)
o   Overcrowding
o   Limited available space to implement my school's curriculum or educational program
o   Limited time to access spaces to implement my school's curriculum or educational program
o   Student safety on or near school grounds
o   Incompatibility of shared space environment with my school's mission
o   Uncertainty about remaining in the facility
o   Supervision of or interaction with building staff
o   Barriers to receiving maintenance and repair
o   Limited parking (for parents, staff, or visitors) or pick-up/drop-off areas
o   Time spent converting the building to suit school needs
o   Inadequate broadband capability due to shared use
o   No significant concerns
o   Other
      Please explain:

Section 3.2 - Facility Plans

20. How long does the school plan to remain in this facility? (1 year means that your school intends to remain in the facility for one additional year beyond this school year.)

   a.   1 – 3 years
   b.   4 – 10 years
   c.   More than ten years
   d.   I don't know

21. Does your school's current facility have adequate space for your projected enrollment over the next five years?
   a.   Yes
   b.   No, but we have a specific facility plan to construct or acquire new space.
   c.   No and we do not have a specific facility plan to construct or acquire new space.
   d.   Not applicable

22. Does your school's current facility have adequate space and equipment for its specialized programming (e.g., biology labs, art studios, computer labs)?
   a.   Yes
   b.   No, but we have a specific facility plan to construct or acquire new space.
   c.   No and we do not have a specific facility plan to construct or acquire new space.

Section 4 – Facility Maintenance and Renovation

This section collects information about funding for the upkeep of the school facilities.

Section 4.1 – Facility Maintenance

Maintenance activities keep spaces, structures, and infrastructure in proper operating condition in a routine, scheduled, or anticipated fashion to prevent failure or degradation, such as the replacement of components and systems that do not require professional engineering or permitting. Maintenance activities do not involve a change in space classification or space use.

23. What is the school's annual operating budget this year?
    $_____

24. Which of the following funding source(s) does your school use to cover facility maintenance costs? Check all that apply.
    o   My school does not pay for facility maintenance. **(Skip to question 28)**
    o   General per pupil revenue
    o   State or local revenue designated for capital purposes (i.e. capital grants)
    o   Other (please specify)

25. Approximately how much does the school spend on maintenance in a typical school year?
    $_____

26. Has your school been unable to follow your regular maintenance plan due to financial limitations?
    a.   Yes
    b.   No
    c.   My school does not have a regular maintenance plan

27. Please list any facilities maintenance activities that have been delayed due to financial limitations.

28. Which of the following funding source(s) does your school use to cover utilities costs? Check all that apply.
    o   My school does not pay for utilities. **(Skip to question 30)**
    o   General per pupil revenue
    o   State or local revenue designated for capital purposes (i.e. capital grants)
    o   Other (please specify)

29. Approximately how much does the school spend on utilities in a typical school year?
    $_____

Section 4.2 - Facility Renovation

30. How long has it been since the last major renovation of the main instructional building?

    A major renovation is defined as significant repair, alteration, and replacement of building systems, equipment, finishes, and components to sustain or extend the useful life of the entire facility. Some examples of major renovation are replacements of drainage, roofs, HVAC systems, windows, and doors; structural repairs; and installations or replacements of long-life assets in a facility such as furniture, fixtures, and equipment.

    o   There have been no major renovations of the main instructional building since my school started using the current facilities.
    o   Less than 5 years

o   5 – 9 years
o   10 – 14 years
o   15 - 20 years
o   20 or more years

31. What types of capital project(s) has your school undergone since residing in its current location? Check all that apply.

   o   Purchased a facility
   o   Constructed a facility
   o   Constructed an addition to an existing facility
   o   Renovated or upgraded an existing facility
   o   Undergone major facility repairs
   o   None **(Skip to question 34)**
   o   Other
        Please specify:

32. Did your school take out financing to fund these capital projects or pay directly?
   a.   Financed
   b.   Paid directly
   c.   Both

33. What were your school's revenue streams to fund these major capital projects? Check all that apply.
   a.   General per-pupil revenue
   b.   State or local revenue designated for capital purposes (i.e., capital grants)
   c.   Other
        Please specify:

34. Does your school have a capital improvement plan for renovations, repairs, and equipment?
   a.   Yes
   b.   No

Section 5 - Facility Funding and Financing

This section collects information about the funding, financing, and expenditures related to renting or owning charter school facilities.

35. Does your school have annual facility expenses? Check all that apply and fill in the blank with the annual amount.
   a.   Yes, mortgage/debt payments $_____
   b.   Yes, lease/rent payments $_____ **(Skip to question 38)**
   c.   No **(Skip to question 39)**

36. What is the source of your school's financing?
   a.   Commercial bank
   b.   Nonprofit lender (e.g., a Community development financial institution (CDFI))
   c.   Tax exempt bonds
   d.   Other
        Please specify:

37. What kinds of entities, if any, has your school received information from to secure facility financing? Please select all that apply.
    o State or local government
    o Charter support organization(s)[11]
    o Nonprofit organization(s) (that's not a charter support organization)
    o Nonprofit lender (like a Community development financial institution (CDFI)
    o Private investor(s)
    o Real estate developer(s)
    o Commercial Bank (local or national)
    o None
    o Other
       Please specify:

38. Which of the following sources does your school use to cover lease/rental or mortgage/debt payments? Check all that apply.
    a. General per pupil revenue
    b. Dedicated state facilities funding
    c. Dedicated local facilities funding
    d. Foundation or private funding
    e. Other (please specify)

Section 6 – COVID-19 Impacts on Facilities

This section collects information about the impacts of the COVID-19 pandemic on school facility funding and operations.

39. How many months did your school's facility close due to health and safety concerns from the COVID-19 pandemic? (Please include months where the school closed after re-opening).
    _____

40. Did your school incur additional facility expenses due to the COVID-19 pandemic? Select all that apply.
    a. No, my school did not experience additional facility-related costs.
    b. Yes, my school experienced additional maintenance costs (i.e., cleaning costs).
    c. Yes, my school experienced additional utility costs.
    d. Yes, my school experienced additional costs for furniture, fixtures, and equipment costs (i.e., new tables, chairs, separators, etc.).
    e. Yes, my school experienced additional costs for infrastructure and heavy equipment (i.e., installing new HVAC systems).
    f. Yes, my school experienced additional costs for renovation (i.e., redesigning spaces to improve social distancing or sanitation).
    g. Yes, my school experienced additional costs for renting or owning (i.e., deferral of lease payments).
    h. Yes, my school experienced other facility-related costs due to COVID-19.
       Please specify:

41. Has your operational revenue decreased as a result of the financial impacts of the COVID-19 pandemic?
    a. Yes

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[11] A nonprofit, nongovernmental entity that is not an authorized public chartering agency and provides to— (A) assist developers during the planning, program design, and initial implementation of a charter school; and (B) provide technical assistance to operating charter schools.

Please specify by how much, if available_____
    b.   No

42. Has your budget for facilities decreased as a result of the financial impacts of the COVID-19 pandemic?
    a.   Yes
        Please specify by how much, if available_____
    b.   No

Section 7 - Concluding Thoughts

This section provides space to express any facility issues not addressed in the survey.

43. What are other facility-related issues or challenges at your school that are not covered in this survey?

Thank You

Thank you for completing the National Survey on Charter School Facilities. We appreciate your responses. If you have any questions about the survey, please feel free to email facility-survey@charterschoolcenter.org.