

<b>State Education Agency (SEA) Roles and Responsibilities</b>	
<b>1.0 State Governance and Decision-Making</b>	
1.1	Your SEA includes the delivery of healthy, safe, and educationally suitable public school facilities in its agency mission, goals, and objectives.
1.2	There is a state task force, committee, or commission that is charged with decision making on state policy, programs, or budget for K-12 public school facilities.
1.3	There are regular meetings among state agency representatives with responsibilities for K-12 public school facilities, e.g. SEA, state building authority, state department of health, state department of the environment, state energy office.
1.4	There is an office in the SEA with staff dedicated to responsibilities associated with public school facilities.
1.5	The SEA communicates to local school board members, school facility managers, and school district administrators on issues associated with public school facilities.
<b>2.0 State K-12 Facilities Data and Information Systems</b>	
2.1	The SEA has data on public school facilities, using standardized data definitions, and regular schedule for collecting and sharing data, with quality control protocols for data collection.
2.2	SEA makes facility data publicly accessible.
2.3	There are data sharing agreements between SEA and other State Agencies, like State Energy Offices, to use standardized definitions, share data, and collect data.
2.4	SEA coordinates facility data requests by SEA and other state level agencies to reduce the reporting burden on local education agencies.
2.5	The SEA tracks and publishes data describing school facility conditions.
2.6	SEA staff analyze facility data and share findings with decision makers and the public using GIS and other data management and visualization tools.
<b>3.0 Facilities Accountability System</b>	
3.1	The SEA has a plan and system to ensure that school facilities meet existing standards for academic adequacy, safety, energy efficiency, and other standards as appropriate and required by relevant statutes.
3.3	The SEA has identified facility standards (either voluntary or mandated) for: <ul style="list-style-type: none"> <li>● Healthy school environments</li> <li>● Educationally suitable facilities</li> <li>● Energy efficient buildings</li> <li>● Carbon neutral buildings</li> <li>● School facilities that are resilient to human and natural threats</li> <li>● School facilities that support a range of community activities</li> </ul>
3.4	The SEA does plan reviews for capital projects of local districts, whether state funded or not, to ensure that new buildings and major building improvements meet up to date building codes and standards such as those published by ASHRAE, the International Code Council, and other standard setting bodies.
3.5	The SEA does plan reviews only for capital projects that are state funded.
3.6	The SEA provides vetted tools for facilities assessments related to: <ul style="list-style-type: none"> <li>● Healthy school environments</li> <li>● Educationally suitable facilities</li> <li>● Energy efficient buildings (e.g. ENERGY STAR Portfolio Manager)</li> <li>● Carbon neutral buildings</li> <li>● School facilities that are resilient to human and natural threats</li> <li>● Viability for solar photovoltaic panels</li> <li>● Viability for use of energy performance contracting</li> <li>● Eligibility for funding through state revolving loan funds or green banks</li> <li>● Joint use for community activities</li> </ul>

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<b>4.0 Educational Facilities Planning</b>	
4.1	The SEA includes public school facility goals and objectives in its education plans for equity, teacher retention, career and technical education, mental health, special education, early childhood education, and closing student achievement gaps.
4.2	The SEA engages state level civic and community-based organizations to advance a vision for public school facilities quality and equity.
4.3	The SEA reviews and approves LEA educational facility master plans, capital plans, education specifications, and/or school specific designs.
4.4	The SEA supports districts with health and safety planning.
4.5	SEA supports districts with preventive maintenance and operation planning.
<b>5.0 State K-12 Public School Facilities Funding</b>	
5.1	The SEA is assisting local districts with securing, managing, and reporting on federal funds that can be used for public school facilities, e.g. ESSER, Impact Aid, Retrofit funds from DOE, rural loan program, PILT funds, FEMA mitigation and clean up funds.
5.2	The SEA funds school facilities capital construction through grants or bond repayment programs.
5.3	The SEA is assisting local districts with securing, managing, and reporting on state funds available for school district facilities, e.g. state bond programs, emergency aid programs, revolving loan funds.
5.4	The SEA is assisting local districts with their securing and managing local bond or sales tax capital funding programs.
5.5	The SEA has the expertise to work with the State Energy Offices to assist local districts with energy savings performance contracting, contractor screening, and procurement of third-party services.
5.6	The SEA is identifying which districts have the lowest capacity for capital investment and the greatest facilities needs.
<b>6.0 State Facilities Technical Assistance &amp; Training</b>	
6.1	The SEA supports teacher training and development of lesson plans to that use the school building as an educational tool in Science, Technology, Engineer, and Math (STEM) curriculum.
6.2	The SEA offers trainings to facility managers, school staff, and school leaders about energy use, facility resilience, and environmental safety, and their impact on school and district budgets.
6.3	The SEA encourages participation in recognition and awards for facility managers and architects for outstanding facilities practice or design, e.g. Green Ribbon Schools, Learning by Design.
6.4	SEA funds certification training for facility managers to pursue particular credentials and continued education in facilities planning, operation, or management.
6.5	The SEA works with the State Energy Offices to train school district facilities staff on ENERGY STAR Portfolio Manager to benchmarking school energy use.
6.6	The SEA promotes the training for school administrators and staff on U.S. EPA’s Tools for Schools to encourage the implementation of indoor air quality best practices.
6.7	The SEA can connect districts to independent sources of technical assistance on: <ul style="list-style-type: none"> <li>● Net-zero and carbon neutral schools</li> <li>● Building electrification in existing buildings</li> <li>● Renewable energy including electric school buses and energy storage</li> <li>● The school’s infrastructure as an educational tool in curriculum</li> <li>● Greens schoolyards</li> </ul>