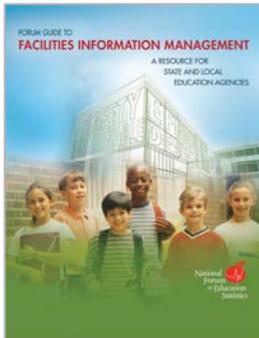


# Publication Summary

## Forum Guide to Facilities Information Management: A Resource for State and Local Education Agencies



Safe and secure facilities that foster learning are crucial to providing quality education services. Developing and maintaining these facilities requires considerable resources and organization. Facilities information systems allow education organizations to collect and manage data that can be used to inform and guide decisionmaking about the utility, efficiency, safety, and adequacy of school facilities. High-quality, timely data can be used to compare school facilities; inform decisions relating to school funding, design, renovation, and infrastructure improvements; and prioritize resources.

The *Forum Guide to Facilities Information Management: A Resource for State and Local Education Agencies* is intended to provide a framework for collecting, evaluating, and maintaining education facilities data. Chapter 1 describes why physical facilities are critically important to education services and how data can help districts provide more adequate, equitable, and efficient schools. Chapter 2 describes how to plan and develop a facilities information system, including building the data team and other core components necessary for an effective system. Chapter 3 illustrates how facilities data elements can be combined to create meaningful measures of facility adequacy, equity, and efficiency. Chapter 4 includes a comprehensive list of recommended facilities data elements and coding options organized into six categories: inventory, condition, design, utilization, management, and budget and finance. Also included are three appendices covering definitions of newly proposed facilities-related data elements and coding options, and references and resources for users.

The *Forum Guide to Facilities Information Management: A Resource for State and Local Education Agencies* is written to help staff in state and local education agencies design school facilities information systems that support policy- and decisionmaking, management and operation, capital budgeting, project management, public participation in school facilities planning, and the integration of facilities data into other education and municipal datasets. The guide includes best practices for the design, development, implementation, and use of facilities management information systems, along with a list of standard data elements. These elements can be used to develop indicators for measuring and comparing the quality of education facilities, which in turn can answer policy questions and inform new education policies.

The *Forum Guide to Facilities Information Management: A Resource for State and Local Agencies* is a product of the National Forum on Education Statistics and is available on the Forum website at [http://nces.ed.gov/forum/pub\\_2012808.asp](http://nces.ed.gov/forum/pub_2012808.asp).