

DISCLAIMER

*MyDistrictBuilder is a Web mapping application supported by the Florida House of Representatives for developing new congressional and legislative districts. Although MyDistrictBuilder software may be used to develop single School Board member districts, this was not the intended function of the software and as a result there are limitation to this software. **Broward County Public Schools can not provide technical support for MyDistrictBuilder.** All software code and data are the properties of the Florida House of Representatives and the U.S. Census Bureau. All technical questions with MyDistrictBuilder, the data contained within, and/or the use of MyDistrictBuilder should be directed to the Florida House of Representatives or the U.S. Census Bureau. For more information on how to use MyDistrictBuilder, please visit: <http://mydistrictbuilder.wordpress.com/learnmydistrictbuilder/>.*

The official maps drawn will be drawn by the District's Geographic Information System (GIS). District staff will do their best to translate any map submitted for review and can not guarantee there will not be interpretation errors.

Building School Board Member District Boundaries with MyDistrictBuilder

Preparation

1. Go to <http://floridaredistricting.cloudapp.net/MyDistrictBuilder.aspx> to start the MyDistrictBuilder (MDB) application.
2. Click on the "Open" button and navigate to where you saved the **School Board.kmz** file. Make sure that in the dialog box that opens that "Files of type" at the bottom says "Complete District Plan (.kmz)
3. Select **School Board.kmz** and click the open button. This will open the predefined custom template to create 7 School Board Member Districts.
4. Zoom and pan into Broward County on the map (Gold area with a "9" on it) by using your mouse wheel or the tools on the map (similar to Google Maps). **Be sure to zoom in to at least a portion of the county.** Not doing so will prevent the data from drawing in future steps.
5. From the top of the screen, click on the "Preferences" menu and then click on the "Customize Target Population" button.
6. Enter the number "249,724". This is the total population that each district should be (total Broward County 2010 population divided by 7). Click "Apply".
7. In the area below the map, left of the table and under the "Save Data Grid" button, click the "Changed" button and then re-click the "District" button. Note that in the table districts 1 through 7 now have a population (TPOP10) of 0 and a deviation from the ideal district number (Pop Dev) of -249,724. When you start building districts, these numbers will change.

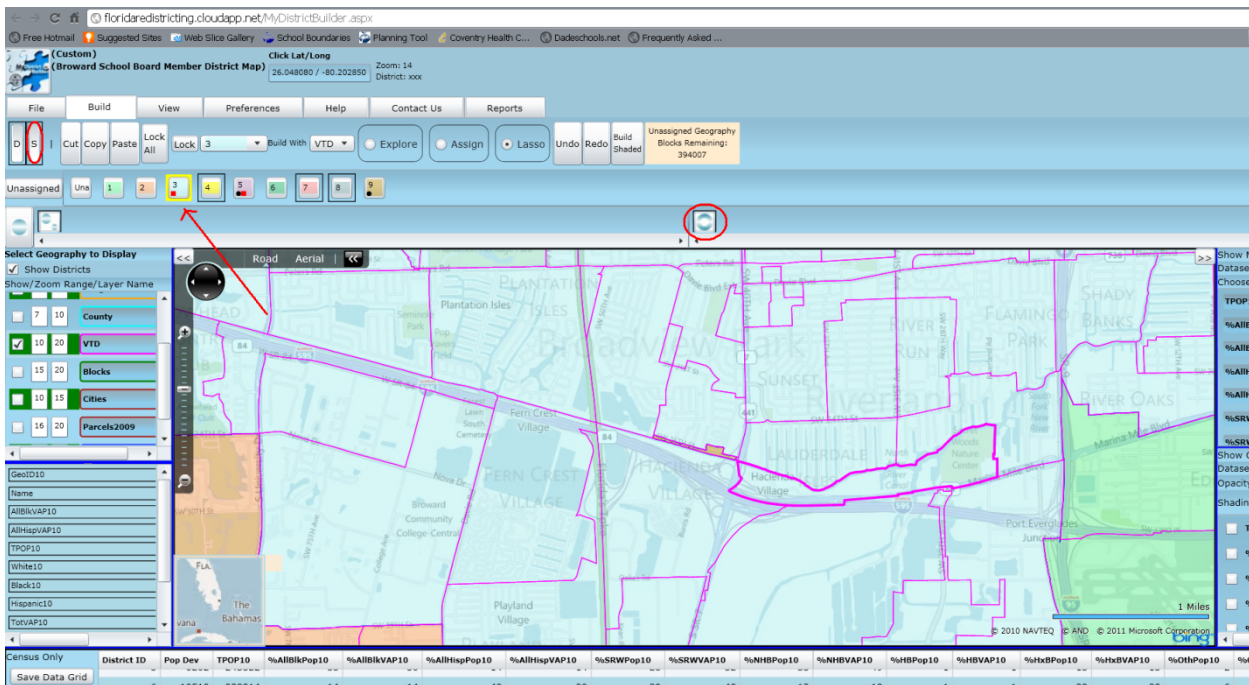
Building Districts

Now that you have everything set up, you are now ready to start building districts. For our purpose, we will want to build using **VTDs**. These are the areas that represent voter precincts.

1. From the map legend at the left of the map, select the first check box next to the VTD layer to make them visible on the map. They will draw in pink after a few seconds.
2. Click the gray “Build” button.
3. In the large orange rectangle above the map, change the “Build With County” to “VTD” by clicking on the gray “County” button.
4. Select which district you would like to build first by selecting one of the seven colored squares above the map.
5. Using the **Assign** and **Lasso** functions, you can build each individual district. As you complete each district, you may want to lock the district so that it can’t be drawn over.

Once you have completed all of your districts, you need to check that you haven’t erroneously left a piece of geography (VTD) unassigned to any of your districts. MDB allows you to check for this easily.

If you look in the data table and the total population (TPOP10 column) for district 9 is zero, then you have no unassigned VTDs on your map. If the total population for district 9 is greater than zero, then you need to locate that geography on your map by either the holes/stragglers finder or by just searching for it on the map. To do so, select the district with the red square in it (denotes holes) and select the **Show/Hide Stragglers Ribbon** button. Select the button above the map to zoom to the unassigned VTD. Once you have located those VTDs, assign them to the appropriate district.



Please save your project by clicking **File** and then **Save** in MDB. You will be prompted to save your file in either KMZ or DOJ format. Select **KMZ** and save the file to a location on your hard drive. You can now open this plan at any time in MDB to continue work or make any modifications.