

Policy Type: Operational Expectations

Facilities

The Superintendent shall assure that physical facilities, including buildings and grounds, support the accomplishment of the Board's *Results* policies.

The Superintendent will:

1. Assure that facilities and grounds are safe, clean, properly maintained and meet or exceed the aesthetic standards of the community.
2. Develop and execute a plan that establishes priorities for construction, renovation and maintenance projects that:
 - a. Assigns highest priority to the correction of unsafe conditions.
 - b. Includes maintenance costs as necessary to enable facilities to reach their intended life cycles.
 - c. Plans for and schedules preventive maintenance.
 - d. Plans for and schedules system replacement when new schools open, schools are renovated or systems replaced.
 - e. Discloses assumptions on which the plan is based, including growth patterns and the financial and human impact individual projects may have on other parts of the organization.
3. Project life cycle costs as capital decisions are made.
4. Develop and consistently administer "facilities use guideline forms," delineating permitted uses, applicable fee structure, and clear user expectations. This will include expected behaviors, cleanup, security, insurance and damage repair, and the consequences and enforcement procedures for users who fail to follow the established rules.

5. Ensure the protection of students, staff members, visitors and district property in the event of emergency by:
 - a. Maintaining updated emergency management plans.
 - b. Assuring that key personnel receive training, as appropriate.
 - c. Maintaining a collaborative and effective working relationship with local, state and federal emergency management representatives.

6. Recommend land acquisition only after first determining growth patterns, comparative costs, construction and transportation factors and any extraordinary contingency costs due to potential natural and man-made risks.

The Superintendent may not:

7. Build or renovate buildings.

8. Authorize construction schedules and change orders that significantly increase cost or reduce quality.

Monitoring Method: Internal Report

Monitoring Frequency: Annually in May

Date of Adoption: April 28, 2014