

## FACILITIES PLANNING

The Board of Education is ultimately responsible for the regular operation and orderly development of the school district's physical plant. In carrying out this responsibility, the Board is concerned with both short-term and long-range planning.

The Board delegates to the Superintendent of Schools the responsibility for formulating and implementing, subject to approval by the Board, a long-range facilities development plan that will serve as a guide for capital improvements and enable the district to provide the appropriate facilities to meet the educational needs of the students.

Pursuant to the plan, the Superintendent shall:

1. continually monitor and evaluate changes in the curriculum, enrollment trends and patterns within the school district, the availability of construction funds, and other relevant factors and periodically recommend appropriate modifications to the plan;
2. annually evaluate the status of all school buildings and grounds in order to ensure that an atmosphere conducive to quality education is maintained; and
3. conduct an annual assessment of equipment, facilities, and maintenance practices to ensure that district schools are operated in a manner that meets the present and future needs of the educational mission of the district.

The district will also prepare a five-year capital assets preservation plan and update such plan annually. The plan will be prepared in a manner and in a format prescribed by the Commissioner of Education and copies of the plan will be submitted to the Commissioner upon request. The plan will include, but not be limited to:

1. a breakdown for each of the five years of the plan of the estimated expenses for the following:
  - a. current or proposed new construction;
  - b. current or proposed additions to school facilities;
  - c. current or proposed alterations or reconstruction of school facilities;
  - d. major repairs;
  - e. operations and maintenance; and
  - f. energy consumption;
2. a district-wide capital assets inventory which shall include, but will not be limited to:
  - a. the number and type of facilities owned, operated or leased by the district

- b. the use and size of such buildings; and
  - c. any other information which may be deemed necessary by the Commissioner to evaluate safety and health conditions in school facilities; and
3. a report on the condition of each school facility and a specific preservation plan for each school facility.

The Superintendent may create an advisory committee, representing all groups utilizing district facilities and including any individuals he/she deems appropriate, to propose and consider ideas and suggestions in the construction, remodeling, and/or repair of district facilities.

ADOPTED: January 24, 1994