

BUILDINGS AND GROUNDS INSPECTION REGULATION

Each year, the Superintendent of Schools shall invite a representative of each fire district to accompany a fire inspector engaged by the Board of Education to make an annual fire inspection of each school building, as required by the State of New York.

1. This inspection is to be completed and the report of the inspection, together with completed New York State forms and any recommendations for changes or improvements, shall be delivered to the Superintendent.
2. The Superintendent shall study the recommendations for changes and improvements contained in the inspection report, after which, in consultation with the Assistant Superintendent for Business, the Superintendent shall:
 - a. prepare a time schedule for the completion of recommendations requiring only labor and materials already at hand. These recommendations are to be implemented as soon as possible; and
 - b. prepare an estimated cost of material, labor, and time to complete all recommendations that require the purchase of material and equipment.
3. The Superintendent will prepare this report and any recommendations.
4. The Superintendent shall present the full report and his/her recommendations on this matter to the Board at the first regular meeting following completion of the report. The report shall include: the recommendations of the Fire Inspector, the orders issued to the building administrator, the recommendations implemented under 2(a), the report of recommendations under 2(b) of Board action.
5. Within 20 days after the fire inspection report has been filed with the school authorities the Board must give public notice of the filing in substantially the form prescribed in the statute. If the fire department or company responsible for protection of the school building did not make the inspection, then a copy of the above notice must be mailed to the chief of such department or company. The notice must be published at least once in the official newspaper, or, if there is no official newspaper, in one having general circulation in the school district, the notice must be posted in ten conspicuous places in the district. If the report shows any alleged deficiencies, the Board must give at least five days notice by mail to the chief of the fire department or fire company responsible for fire protection of the school building of the date and place of the meeting of the Board, which is to be held within thirty days after publication or posting of the notice.

REF: Education Law §807-a
8 NYCRR §155.3; 155.4
State Uniform Fire Prevention and Building Code
(9 NYCRR Parts 600-1250)

ADOPTED: 5/23/94