

SUPPORT SERVICES

Policy 5110
(Regulation 5110)

Building and Grounds Management

Building and Grounds Maintenance and Inspection

The Board recognizes the tremendous investment in the District's facilities, buildings, grounds and equipment. It is acknowledged that normal deterioration from natural elements and ordinary use will occur. However, with proper care and attention the rate of deterioration can be reduced and repair and replacement costs held within reasonable limits. Therefore, the Board believes that a proper program of preventive maintenance is a requirement for efficient and economic building operation.

The District shall survey and assess the exposure of friable asbestos in all buildings. A written report shall be filed with appropriate state agencies, and will be available for public review in the Superintendent's office. The report shall be filed as required by law. The District shall take all steps necessary to comply with the Asbestos Hazard Emergency Response Act, as described in regulations of the Environmental Protection Agency.

Approved July 2017

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Each building principal shall give attention to the condition of the buildings in his/her care as to cleanliness, heating, ventilation and general maintenance, in order to safeguard the health, safety and comfort of the students and employees. Principals shall report conditions needing attention to the appropriate administrator.

The principal of each school shall regularly inspect and identify any hazardous conditions in his/her area of supervision and promptly report them in writing to the Superintendent's designee. The reports will identify conditions and suggest corrections. The designee shall regularly report to the Superintendent regarding such conditions and plans to correct.

The Superintendent/designee is directed to maintain a proper preventive maintenance program and include adequate funds to sustain this program in the budget recommendation. Provisions of this program should include the following:

1. The Superintendent and building principals will periodically inspect the buildings and grounds and report findings to the Board.
2. Improvements and additions to the buildings and grounds will be made as established by capital outlay line items approved in the budget by the Board.
3. An adequate custodial services program for all buildings will be maintained.
4. School grounds and fields will be maintained and improved when necessary to ensure a safe, functional and attractive environment.
5. District buildings and equipment will be repaired, painted and replaced as needed.
6. Obsolete equipment will be identified.