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SECTION F: Facilities Development

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## FACILITIES DEVELOPMENT

Any educational program is influenced greatly by the environment within which it functions. The development of a quality educational program and school facilities, which help to implement it, must go hand in hand.

The School Board's goal is to provide facilities of the kind and size that will best support and accommodate the division's educational program and the number of students enrolled.

The School Board will constantly strive to provide new and remodeled facilities that will offer the best possible physical environment for learning and teaching.

The Board aims specifically toward:

1. New buildings and renovations that will accommodate and facilitate those new organizational and instructional patterns that support the division's educational philosophy and instructional goals.
2. Meeting all safety requirements through the remodeling of older structures.
3. Providing such building renovations as needed to meet requirements on the availability of public school facilities to disabled persons.
4. Building design and construction that will lend themselves to low maintenance costs and the conservation of energy. These two factors will also be given special consideration in the renovation of buildings.
5. Decisions pertaining to educational specifications of new buildings and those undergoing extensive remodeling will be developed and with the viewpoints of teachers, students, and the community considered.

Adopted: July 12, 2004

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Legal Refs.: Code of Virginia, 1950, as amended, sections 22.1-78, 22.1-79 (3),  
22.1-253.13:6.B.

## FACILITIES PLANNING

The School Board is responsible for the regular operation and orderly development of all school facilities. The Board will concern itself with both short and long-range planning.

The superintendent shall present to the School Board annually a five-year Capital Improvement Program which will include recommendations regarding timing, location, costs and savings associated with:

1. New building requirements
2. Restoration and renewal of existing school facilities

Decisions pertaining to educational specifications for new buildings and renovations may be developed after input from a broad based committee representing the staff and community. The committee will present to the superintendent its recommendations for facilities utilization, development and closure.

Recommendations to the School Board will be supported by researched facts and figures that support the feasibility and need for construction and/or renovation.

Five-year enrollment projections will be prepared under the direction of the superintendent and will be reviewed and brought up-to-date annually.

Adopted: December 18, 2000

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Legal Ref.: Code of Virginia, 1950, as amended, sections 22.1-78, 22.1-79(3),  
22.1-253.13:6(A).

## PLAYGROUND EQUIPMENT

When any playground equipment is installed on School Board property the Board assumes ownership of that equipment unless specifically stated otherwise by agreement. For this reason the maintenance of the playground equipment installed by a school or community group will be the responsibility of the School Board.

Once installed on School Board property, the principal of the school or designee will have the responsibility to inspect the equipment on a regular basis, not less than monthly, and the authority, in his or her opinion if such equipment is unsafe in any way, to order its repair or removal from the school property. The principal may also restrict or deny the use of such equipment until such time, in his or her opinion, it is restored to safe condition.

Adopted: December 18, 2000

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Legal Refs.: Code of Virginia, 1950, as amended, sections 22.1-78. 22.1-79 (3),  
22.1-88, 22.1-253.13:6 (A), 22.1-293 (B).

## EDUCATIONAL FACILITIES SPECIFICATIONS

To ensure that all new and remodeled facilities are designed to best implement the educational program, the superintendent will provide for the development of detailed educational specifications to apply to the design and construction of new buildings. Educational specifications are detailed descriptions of:

1. All the activities that will take place in the building;
2. The curriculum to be housed in the building;
3. Specific architectural characteristics desired; and
4. The facilities needed, their equipment requirements and their space relationship to other facility elements.

When educational specifications are prepared, an introductory section will also be included which will be devoted to a brief description of the community and the educational philosophy of the division. Consultants may be used in the development of educational specifications when deemed necessary by the superintendent and approved by the School Board.

Adopted: December 18, 2000

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Legal Refs.: Code of Virginia, 1950, as amended, sections 22.1-138, 22.1-140.

## ENERGY-CONSERVING CONSTRUCTION

Use of energy-conserving construction shall be a high priority. The proposed project, which contains the most efficient energy-saving plans within an acceptable budget, shall have priority. Energy-saving designs shall be documented in the architectural evaluation and shall comply with educational specifications as determined by the State Department of Education and approved by the School Board.

A continuous study of energy problems and energy sources shall be maintained by the administration for future planning in new construction.

Adopted: December 18, 2000

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Legal Refs.: Code of Virginia, 1950, as amended, sections 22.1-70, 22.1-78, 36-97 to 36-119.1.

Uniform Statewide Building Code.

## ACCOMMODATIONS FOR THE DISABLED

Plans for new buildings and renovations or alterations of existing buildings will offer such design and accommodations as to make the newly constructed buildings and renovated or altered areas accessible to disabled persons. The Board shall require that construction plans for new buildings and renovations or alterations to existing buildings meet accessibility standards as specified in either the Uniform Federal Accessibility Standards (Appendix to 41 C.F.R. Part 101-119.6) or the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities (Appendix A to 28 C.F.R. Part 36).

Adopted: December 18, 2000

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Legal Refs.: Rehabilitation Act of 1973 42 U.S.C., section 504, Americans with Disabilities Act of 1990, 42 U.S.C. sections 12101-12213.

## SUPERVISION OF CONSTRUCTION

The School Board shall require from personnel employed by and directly responsible to the school division, cooperating with the appropriate engineering personnel, a review of the architect's activities in his/her supervision of building construction.

This person is to be known as construction representative, project inspector, or clerk of the works, with duties to be commensurate with the magnitude of the project.

Duties include:

1. Daily project surveillance;
2. The preparation of a daily construction diary outlining the various disciplines of work being accomplished weather conditions numbers and types of mechanics on the job materials delivered and delaying factors if any, and estimated weekly percent of completion, interpretation of plans and specifications and interface with the architect/engineer and the project contractor;
3. Reports any and all matters requiring contract action to the purchasing agent;
4. Reviews all partial payments received from the architect engineer and signs for payment; and,
5. Upon substantial completion, coordinates punch list with architect/engineer for transmittal to contractor; approves final completion payment.

Assurance of this supervision will be furnished by the Board to the state supervisor of school buildings prior to approval of plans and specifications for construction.

Adopted: December 18, 2000

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Legal Refs.: Code of Virginia, 1950, as amended, sections 22.1-138; 22.1-139; 22.1-140.

Virginia State Department of Education, School Building Manual.

PUBLIC DEDICATION OF NEW FACILITIES

The School Board may have a public dedication ceremony following completion of major building projects.

Adopted: April 19, 2004

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Legal Ref. Code of Virginia, section 22.1-78

Cross Ref.: FFA School Names

## RETIREMENT OF FACILITIES

Certain school division buildings become unsuitable for their present use, but may be used to benefit the school division or public in other ways. In determining which facility is to be retired, the School Board may consider the following of factors, among others:

1. The adaptability of the building for continued use of its present purpose;
2. The suitability of the site of the building;
3. The maintenance and upkeep of the building costs; and,
4. The historic value of the building to the community.

The School Board shall invite the viewpoints of community residents and staff in making its decision to retire a school building.

If the School Board determines to close a facility, it will first consider other uses that the school division might make of the building prior to considering relinquishing possession of the building.

Adopted: December 18, 2000

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Legal Ref.: Code of Virginia, sections 22.1-129, 22.1-131, 22.1-135, 22.1-136.

## SCHOOL NAMES

It is the responsibility of the Northumberland School Board to determine the name of schools in the division. The Board will solicit and accept input from the public regarding school names but reserves the right to make the final decision regarding the name of any school. Suggestions regarding the name of a school must be in writing, must state the name of the person or group making the suggestion, and must state the reasons supporting the suggestion.

No school will be named for a living individual. Schools may be named for individuals who have been deceased for at least 10 years.

Adopted: April 19, 2004

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Legal Ref.: Code of Virginia, 1950, as amended, sections 22.1-78, 22.1-79.

Cross Ref.: FF Public Dedication of New Facilities

