

SECTION F: FACILITIES DEVELOPMENT
Approved policies of ISD #318

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Facilities Development Goals

The development of a quality educational program and school buildings which facilitate the implementation of the program go hand in hand.

Therefore, it is the goal of the Board to provide both the facilities needed for the number of students in the District and to provide the type of facilities that will best accommodate and support the educational program.

The Board shall authorize the construction of a sufficient number of school buildings to meet the demands of present and future student enrollments. The facilities shall provide the highest level of educational environment for students and be constructed at the lowest practicable cost to property holders.

LEGAL REF.: MINNESOTA STATUTES 123B.02, 123B.51

Policies approved by ISD 318 School Board March 18, 2002.

Facilities Planning

In an effort to provide the best possible facilities for the students of the District, the Superintendent, at the request of the Board, shall outline long range facility needs of the District. The Superintendent is authorized to consult with those persons who can lend professional assistance and guidance in this matter.

Enrollment forecasts shall be prepared under the direction of the Superintendent, utilizing current enrollment information.

Attendance area boundaries which will not create or aggravate racial or ethnic imbalance should be considered.

It is the responsibility of the Superintendent to make an inventory of existing facilities and present it to the Board for study and consideration. The Superintendent may ask for the cooperation of principals and teachers in making this inventory.

Facilities Planning Advisors

Arrangements will be made by the Superintendent, working through principals and other administrators, for the school staff to contribute in the planning of new school buildings. Teachers shall have the opportunity to submit suggestions for possible inclusion in the educational specifications.

Principals, clerks, custodians, and cafeteria personnel may be assigned to a new school in advance of its opening in order to make proper preparation. All such advance assignments shall be subject to the approval of the Board.

The Board shall enlist citizens to serve on advisory committees to make recommendations regarding the need for new school facilities and the types of facilities most appropriate. Such committees shall report their recommendations to the Board, and the Board alone shall have authority to act on them.

The Board will work with state and federal agencies as prescribed by law and will, in addition, cooperate with all governmental units in order to provide the best possible school facilities while obtaining efficiency and economy in the use of the tax dollar.

Temporary School Facilities

It is the intention of the Board to provide sufficient facilities to meet the needs of school enrollment and the school program.

If circumstances require immediate space not available in the District, the Superintendent is encouraged to secure under-utilized public buildings as temporary emergency measures.

Any such facility must conform to all appropriate state and local building and land codes, health and fire laws, and environmental standards.

LEGAL REF.: MINNESOTA STATUTES 123B.51; 123B.97

Policies approved by ISD 318 School Board March 18, 2002.

Educational Specifications

The Board shall require the Superintendent, following consultation with teachers and administration, to develop a set of comprehensive educational specifications for the architect. These specifications, which shall then be discussed in conferences with the architect, shall include:

1. Information concerning the plan of school organization and estimated enrollment in the proposed building
2. A description of the proposed curriculum and the teaching methods and techniques to be employed
3. A schedule of space requirements, including an indication of relative locations of various spaces
4. A desired layout of special areas and the equipment needed for such areas
5. An outline of mechanical features and special finishes desired
6. A description of standard codes and regulations (school district, city, county, and state) affecting planning

Equipment and furniture lists shall be prepared for each construction project. These lists shall be made available to representatives of local and out-of-town supply houses for bidding purposes.

LEGAL REF.: **MINNESOTA STATUTES 123B.70 - 123B.72**

Policies approved by ISD 318 School Board March 18, 2002.

