

FACILITIES DEVELOPMENT GOALS

In meeting its goals of high quality education and fiscal responsibility, the Board of Education will strive to develop district facilities in a manner that addresses economic concerns, quality education needs, safety, durability, maintenance, insurance and flexibility.

Accordingly, the Board establishes the following broad goals for facilities development:

1. Integrate facilities planning with other aspects of district planning in a comprehensive program designed to support the Board's educational philosophy and instructional goals.
2. Address state learning standards and student educational needs in developing educational specifications for school buildings.
3. Design facilities for sufficient flexibility to permit program modification or the introduction of new programs.
4. Involve the community, district staff and experts in facilities development.
5. Design economically feasible facilities that meet student educational needs.
6. Seek all possible mechanisms for financing school facilities.
7. Provide adequate school space to accommodate future improvements in educational programs and services.
8. Consider the adaptability of school facilities for community use.

The Superintendent of Schools shall be responsible for establishing procedures to implement these goals and shall provide a status report to the board on a periodic basis.

Cross Ref: 8110, School Building Safety

Ref: 8 NYCCR 14.1 (School Buildings and Grounds General Requirements)
8 NYCCR 155 (Educational Facilities)

Adoption date: September 9, 2003

FACILITIES PLANNING

The Board of Education is 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 Superintendent of Schools shall be responsible for the formulation and implementation of the following plans for school building facilities:

1. Comprehensive long-range facilities development plan. This plan shall be kept current and re-evaluated at least annually. It shall include an appraisal of the following:
 - a. Educational philosophy of the district, with resulting administrative organization and program requirements.
 - b. Present and projected pupil enrollments.
 - c. Space use and state rated pupil capacity of existing facilities.
 - d. Priority of need of maintenance, repair or modernization of existing facilities, including consideration of the obsolescence and retirement of certain facilities.
 - e. Provision of additional facilities.

2. Five-year capital facilities plan. This plan will be updated annually and shall include the following:
 - a. A yearly breakdown of the estimated expenses for construction, additions, alterations, major repairs, system replacement and repairs and maintenance and energy consumption.
 - b. A districtwide building inventory including the number and type of facilities; the age, capacity, use and size of each building; and each buildings safety ratings, energy sources, probable useful life, major system repairs needed and asbestos reports.

Cross-Ref: 7000, Facilities Development Goals

Ref.: 8 NYCRR Part 155 (Educational Facilities)

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CONSTRUCTION CONTRACTS, BIDDING AND AWARDS

All construction contracts in excess of \$20,000 and purchases of equipment at a cost in excess of \$10,000 must be advertised, bid on and awarded to the lowest responsible bidder in accordance with the district's policy and procedures for competitive bidding. No school building may be erected, purchased, repaired, enlarged or remodeled at an expense which will exceed \$100,000, nor may an advertisement for bids for the execution of the plans and specifications for a school building be placed, until the plans and specifications have been submitted to and approved by the Commissioner of Education. Such plans and specifications will show in detail the ventilation, heating and lighting of such buildings. Construction documents that have been modified subsequent to the Commissioner's approval may not be advertised for bid until the Commissioner has approved such modifications. The successful contractor will enter into a formal contract, prepared by the school attorney, detailing all aspects of the construction to take place.

Every district contract for construction, alteration or repair of any public building or public works, or for the manufacture, sale or distribution of material, equipment or supplies shall contain provisions prohibiting discrimination on account of race, creed, color, religion, national origin, disability, marital status, age or sex.

All contractors to whom a contract has been awarded must provide a performance bond obtained through a bonding company licensed to do business in New York State. The required amount of such bond shall be included in the Statement of General Conditions set forth in the advertisement or notice for bids.

All contractors shall guarantee that prevailing rates of wage, as provided for in the Labor Law §220, shall be paid to all workers on public projects in the school district.

Ref: Education Law §§408; 2556
General Municipal Law §§101; 103; 103-d; 106; 108; 109
Labor Law §§220; 220-e; 222; 222-a

Adoption date: September 9, 2003

Use of Surveillance Cameras in the School

The Board supports the use of surveillance cameras when necessary in our school, its buses and/or on school grounds. District surveillance cameras will only be utilized in public areas where there is no "reasonable expectation of privacy." Audio recordings shall not be utilized by School District employees without the express permission of the Superintendent or his/her designee; such prohibition does not preclude the use of audio recordings by law enforcement officials in accordance with their official duties and/or otherwise authorized by law.

Any video recording used for surveillance purposes in school buildings, school buses and/or on school property, shall be the sole property of the District; and the Superintendent or his/her designee will be the custodian of such recordings. All video recordings will be stored in their original form and secured to avoid tampering and ensure confidentiality in accordance with applicable laws and regulations.

Requests for viewing a video recording must be made in writing to the Superintendent or his/her designee and, if the request is granted, such viewing must occur in the presence of the District's designated custodian of the recording. Under no circumstances will the District's video recording be duplicated and/or removed from District premises unless in accordance with a court order and/or subpoena.

Appropriate signage will be posted at the entrance to the school notifying students, staff and the general public of the District's use of surveillance cameras.

First Reading: July 25, 2006

Adoption: August 8, 2006

This policy was drafted from an existing model policy of the Brockport Central School District