



Policy Category Facilities/Operations
Policy Name Facilities Development
Table of Contents # 1
Board Approval Date 05-07-2015
District Required Yes___ No___
Committee Names Kuric, Williamson, Raskin

CODING

CMO_SUGGESTED_____
 SCV_DRAFT_____
 SCV_APPROVED_____

Secretary Initials_____

Capital Improvement Planning

The Governing Board's policy is to provide a systematic and comprehensive planning process for the development of facilities to meet the capital needs of the Charter School. The Governing Board's obligation is to provide facilities of the kind and size that will best support and accommodate the Charter School's educational program for the current and projected enrollment. The Governing Board shall annually review the facilities needs and student accommodation needs of the school system and consider the Director(s) recommendations to address those needs.

When the Governing Board deems necessary, the Governing Board may obtain assistance in analyzing the Charter School's capital needs. Such assistance may be in the form of an appointed advisory group representing the full complement of community interests and/or hiring professional consultants, as the Governing Board determines in its sole discretion.

Director's Report

The Director(s) shall present to the Governing Board and Charter Management Organization Facilities Department annually a multi-year Capital Improvement Program which will include recommendations regarding timing, location, costs and savings associated with new building requirement and restoration and renewal of existing school facilities. The Superintendent's report will:

1. Provide five-year enrollment projections prepared under the direction of the Director(s) and which have been reviewed and brought up-to-date annually.
2. Provide an assessment for all school facilities related to building renewal, reconfiguration or expansion to meet educational program needs.
3. Identify interim and long-term options that address the identified needs.
4. Articulate a rationale for recommended solutions.



5. Provide a detailed scope of work (e.g. number of rooms, extent of building system improvements) for each recommended project.
6. Provide a cost estimate for each recommended project that achieves compliance with approved educational specifications. This estimate will include all project costs (e.g. architect/engineering fees, project management, hazardous material abatement, installation of technology infrastructure, contingency, equipment).

Governing Board Action

The Governing Board shall review and approve, or designate staff to, all architect/engineer contracts, schematic and final building plans, and construction/renewal contracts for all bond funded projects. For each bond funded capital project, the Governing Board shall receive an updated project budget for approval at the time of construction contract award. In addition, the Governing Board shall receive periodic written or oral reports on the physical and fiscal progress of all funded projects in the Capital Plan.

Facilities Development

It is the policy of the Governing Board to provide facilities which offer safe, comfortable, accessible, efficient, and attractive spaces to accommodate and facilitate the organizational and instructional pattern that support the Charter School's educational philosophy and instructional goals.

It is the policy of the Governing Board to develop educational specifications for new buildings and those undergoing extensive remodeling with a high level of input from the full staff and the community.

It is the policy of the Governing Board to provide for the systematic maintenance of major and critical building infrastructure components.

It is the policy of the Governing Board to provide for the systematic renewal of Charter School facilities.

It is the policy of the Governing Board to use building design and construction that will provide decreased maintenance costs and the conservation of energy, consistent with current and future budgetary considerations. The following factors will also be given special consideration.

Each Charter School building will have:

1. Safe, effective and efficient mechanical systems, including electrical, plumbing, wiring, ventilation, and air conditioning.
2. Sound structural elements including roof, doors, floors, walls, and windows.
3. Effective and efficient illumination.
4. Adequate classroom space for all students.

5. Adequate, safe, outdoor space for the physical education/recreation activities of the Charter School program.
6. Adequate supplementary space to support the programs required for instruction of the students required to attend the school, including space for itinerant staff and staff who provide special programs in addition to the regular instructional program and/or on a resource basis.
7. Infrastructure required to support instructional and administrative technology.
8. Full compliance with all current building safety codes at the time of construction or renovation.
9. Full compliance with the access requirements specified in the Americans with Disabilities Act.

Adopted:

Amended: