

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: August 20, 1992

Revised: July 20, 1994; September 17, 1996; July 19, 2004

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 concerns itself with both short and long-range planning.

The superintendent presents to the School Board annually, or as necessary to coordinate with the planning process of the appropriating body, a Capital Improvement Program which includes recommendations regarding timing, location, costs and savings associated with:

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

The Superintendent may make recommendations for new buildings and renovations after input concerning facilities utilization, development and closure from a broad based committee representing the staff and community.

Recommendations are supported by data that supports the feasibility and need for construction and/or renovation.

Adopted: August 20, 1992; August 21, 2001

Revised: July 20, 1994; September 17, 1996; May 24, 2001; March 17, 2015

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-79(3).

Cross Ref.: AF Comprehensive Plan
BCF Advisory Committees to the School Board

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 is the responsibility of the School Board.

Once equipment is installed on School Board property, the principal of the school has the responsibility to inspect the equipment on a regular basis and the authority, 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 as, in his or her opinion; it is restored to a safe condition.

Consideration should be given to designing the outdoor learning environment to support classroom learning.

Adopted: August 20, 1992; August 21, 2001

Revised: July 20, 1994; September 17, 1996; May 24, 2001; June 22, 2010; November 18, 2014

Legal Refs.: Code of Virginia, 1950, as amended, sections 22.1-78. 22.1-79, 22.1-293.

Guidelines for School Facilities in Virginia's Public Schools (Virginia Department of Education, September 2013).

CREATIVE PLAYGROUND EQUIPMENT

Guidelines and Regulations

- Where the school community expresses an interest in developing a creative playground, it is the responsibility of the Principal of the school to notify the Superintendent of Program of the school's interest. The Principal will act as the school's major resource person for the duration of the project.
- The Superintendent of Program will review the Principal's request and assign the Coordinator of Physical Education to act as the system resource personnel for the school's project.
- The Principal will prepare a development proposal in cooperation with the school community and the Coordinator of Physical Education incorporating the following guidelines:
 - a. The structures must be closely related to the existing site.
 - b. The structures will not interfere with the large open space play areas.
 - c. The structures are designed to elicit a wide variety of responses and appeal to the children's sense of creativity.
 - d. The structures have a variable environment in terms of texture, levels, and heights as a means of providing for individual differences.
 - e. Opportunities exist for pupils to be self-testing and for self-initiated competition in the structures.
 - f. Manipulation of equipment by children is possible.
 - g. The structures provide for both individual and group activity.
- The Principal will be responsible for designating time limits within the context of the proposal leading to a proposed completion date and shall present initial drafts of the Community plans to Administrative Council.
- Administrative Council will rule on the feasibility of the project following the Principal's presentation.

A development will show –

- a. a detailed plot plan with specific structures and locations
- b. materials to be employed and sources
- c. schedule of construction
- d. labor arrangements
- e. full costing particulars including community contributions and sources plus any proposed board contribution.

Administrative Council will forward the proposal to the Operations Committee of the board when it is satisfied that the proposal meets all board requirements.

- The Operations Committee will review and make recommendations to the board.

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 are expected to 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 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: August 20, 1992

Revised: July 20, 1994; September 17, 1996; June 22, 2010

Legal Refs.: Code of Virginia, 1950, as amended, sections 22.1-70, 22.1-79(3), 22.1-138, 22.1-140.

Cross Refs.: AF Comprehensive Plan
 FA Facilities Development
 FB Facilities Planning
 FECBA Energy-Conserving Construction
 FECBB Accommodations for the Disabled
 FEG Construction Planning

ENERGY EFFICIENT CONSTRUCTION

Efficient use of energy in construction and operation of school division buildings is a high priority. To the extent permitted by the Public Procurement Act, a proposed project which contains the most energy-efficient plans within an acceptable budget shall have priority. Energy efficiency will be considered in the architectural evaluation.

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

Adopted: August 20, 1992

Revised: July 20, 1994; September 17, 1996; June 22, 2010

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

Cross Refs.: DJF Purchasing Procedures
FA Facilities Development
FEA Educational Facilities Specifications

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 as required by law.

Adopted: August 20, 1992

Revised: January 19, 1994; September 17, 1996; June 22, 2010

Legal Refs.: 29 U.S.C. § 794

42 U.S.C. §§ 12182, 12183

Cross Ref.: AC Nondiscrimination

CONSTRUCTION PLANNING

No public school building or addition or alteration thereto, for either permanent or temporary use, is advertised for bid, contracted for, erected, or otherwise acquired until the plans and specifications therefore have been approved in writing by the division superintendent and are accompanied by a statement by an architect or professional engineer licensed by the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects that such plans and specifications are, in the professional opinion and belief of the architect or professional engineer, in compliance with the regulations of the Board of Education and the Uniform Statewide Building Code. The superintendent's approval, architect's or engineer's statement, and a copy of the final plans and specifications are submitted to the Superintendent of Public Instruction.

Adopted: August 20, 1992

Revised: June 22, 2010; March 17, 2015

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

Cross Refs: FEA Educational Facilities Specifications

PUBLIC DEDICATION OF NEW FACILITIES

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

Adopted: September 17, 1996

Revised: April 27, 2004; November 18, 2014

Legal Ref. Code of Virginia, 1950, as amended, section 22.1-78.

Cross Ref.: FFA Naming School Facilities

NAMING SCHOOL FACILITIES

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

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

The Board may rename a school or school facility upon a determination that it is appropriate to do so. The procedure for renaming a school or school facility will be the same as the procedure outlined above.

Adopted: April 27, 2004

Revised: November 18, 2014; March 17, 2015

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

Cross Ref.: BCE School Board Committees
FF Public Dedication of New Facilities

RETIREMENT OF FACILITIES

School division buildings may become unsuitable for their present use, but may be used to benefit the school division or public in other ways. The Superintendent reviews division schools and facilities on a continuing basis. The Superintendent may recommend to the School Board that a particular school or school facility should be retired or its use changed. In determining whether a 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 for its present purpose;
2. The suitability of the site of the building;
3. The maintenance and upkeep costs of the building; 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: September 17, 1996

Revised: July 23, 1997; June 22, 2010; November 18, 2014

Legal Ref.: Code of Virginia, 1950, as amended, sections 22.1-79, 22.1-129, 22.1-135, 22.1-136.

Cross Ref.: KG Community Use of School Facilities