

## **Operational Services**

### **Facility Management and Building Programs**

The Superintendent shall manage the District's facilities and grounds as well as facility construction and building programs in accordance with the law, the standards set forth in this policy, and other applicable Board policies. The Superintendent or designee shall cooperate with and facilitate: (1) inspections of schools by the Regional Superintendent and State Fire Marshal or designee, and (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district.

#### **Standards for Managing Buildings and Grounds**

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. Prior Board of Education approval is needed for all renovations or permanent alterations to buildings or grounds when the total cost will exceed \$12,500, including the cost equivalent of staff time. This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

#### **Standards for Green Cleaning**

For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council.

#### **Standards for Facility Construction and Building Programs**

As appropriate, the Board of Education will authorize the production of a comprehensive study to determine the need for facility construction and expansion. On an annual basis, the Superintendent or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. Board of Education approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the Board of Education will confer with members of the staff and community, the Illinois State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Integrate facilities planning with other aspects of planning and goal-setting.
2. Base educational specifications for school buildings on identifiable student needs.
3. Design buildings for sufficient flexibility to permit new or modified programs.
4. Design buildings for maximum potential for community use.
5. Meet or exceed all safety requirements.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State or federal law.
7. Provide for low maintenance costs, energy efficiency, and minimal environmental impact.

#### **Naming Buildings and Facilities**

The Board of Education is officially responsible for naming or renaming all facilities of the district. In fulfilling this responsibility, the Board will make every effort to respect community preferences.

New school buildings, schools being reopened, building additions, outdoor facilities, and facilities within the building such as a stadium, media center, gymnasium, etc., may be named for individuals, geographical locations, general features of the area, development in which the school or facility is located, and such other names that in the judgment of the Board are deemed appropriate.

Upon the board's direction the superintendent shall be responsible for gathering names from staff, students and the community. The superintendent shall prepare a list of names, including the rationale for each recommendation, for consideration by the Board of Education.

It will be the policy of the Board to consider the following factors in selecting a name for school district facilities:

- Cultural or geographic terms that are clearly identifying, widely known and recognized.
- Names of individuals who have made a significant contribution to the field of education.
- Names of individuals who have made significant or unusual contributions to the community, county or nation.
- Names that reflect the diversity of the community, state and nation.
- Names or terms that are inoffensive to all ethnic, cultural and/or minority groups.
- Names or terms that reflect the beliefs and values of the school district.

The Board will consider the recommendations for school names presented by the superintendent. The final responsibility for officially naming a school facility rests solely with the Board of Education.

Prior to taking action to name or rename a school facility, a thirty-day period for public comment will be provided.

The official name of all schools will be approved or altered only by motion of the Board. The Board of Education will act in regular session to name or rename a school district facility.

LEGAL REF.: 42 U.S.C. §12101 et seq.  
20 ILCS 3130/, Green Buildings Act.  
105 ILCS 5/10-20.46, 5/10-22.36, 5/17-2.11, 140/, and 230/.  
410 ILCS 25/, Environmental Barriers Act.  
820 ILCS 130/, Prevailing Wage Act.  
23 Ill.Admin.Code Part 151, School Construction Program; Part 180, Health/Life Safety Code for Public Schools; and Part 2800, Green Cleaning for Elementary and Secondary Schools.  
71 Ill.Admin.Code Part 400, Illinois Accessibility Code.

CROSS REF.: 2:150 (Committees), 2:170 (Procurement of Architectural, Engineering, and Land Surveying Services), 4:60 (Purchases and Contracts), 8:70 (Accommodating Individuals with Disabilities)

ADOPTED: January 26, 2010