

EQUIPMENT AND SUPPLIES MANAGEMENT AND MAINTENANCE

1. The School Board will develop and execute a continuing program of maintenance and capital improvements of all District-owned buildings and grounds. This program will be administered in such a manner as to preserve the capital investment of the District and to prevent deterioration due to lack of proper care.
2. All repairs and/or maintenance work of any nature shall be channeled through the office of the Facilities Director and Superintendent. In the event of a breakdown or malfunction, the Building Principal is to be notified. In the event that this problem develops after office hours or during a time when school is closed, the Head Custodian, Facilities Director, Building Principal or the Superintendent should be contacted.

The Superintendent will carry out the above policy to provide for:

1. Buildings and ground improvements and additions as established by capital outlay line items approved by the School Board
2. An adequate custodial program for all schools.
3. Improvement and maintenance of school grounds and fields.
4. Repairs, including repairs of equipment, and painting.
5. Determination and removal of obsolete equipment.
6. A system of monitoring and record-keeping which will document all inspections and repairs.

Proposed: 05/26/92
Adopted: 06/15/92
Revised: 03/20/00
Proposed: 04/18/2022
Adopted: 06/06/2022

NHSBA Review: 04/04/14