

## **Operations and Maintenance of School Property**

### **Purpose**

The purpose of this policy is to ensure that district facilities built with public funds are properly maintained.

### **Scope**

This policy applies to the Board of Directors, Superintendent and Valley School District employees responsible for the operation and maintenance of district facilities.

### **Policy**

#### **1. FACILITIES MAINTENANCE**

The Superintendent or designee will provide for a program to maintain the district physical plant and grounds by way of a continuous program of repair, maintenance and reconditioning. Budget recommendations will be made each year to meet these needs and any such needs arising from an emergency.

#### **2. INFRASTRUCTURE MANAGEMENT**

- 2.1. The Valley School District Board of Directors also desires to maintain the infrastructure of district facilities.
- 2.2. In order to assure state funding, for facilities constructed new or new-in-lieu after 1994, the Board of Directors will adopt an Asset Preservation Program (APP). The APP will preserve the district facilities by employing a system of predictive, preventative, and proactive processes. Annually, the Superintendent or designee will report to the Board on the condition of the facilities and the effectiveness of the APP. Every sixth year an independent assessment will be conducted and reported to the Board and the Office of Superintendent of Public Instruction.
- 2.3. Additionally, the Superintendent or designee will develop a process to evaluate all pre-1994 facilities for possible participation in the Asset Preservation Program.
- 2.4. For initial participation in the APP, the Board will submit a resolution to the Office of Superintendent of Public Instruction committing the district to implement the program.
- 2.5. The Superintendent or designee will develop procedures for the Asset Preservation Program.

#### **3. DESTRUCTION OF SCHOOL PROPERTY**

- 3.1. Staff will ensure that buildings, grounds, equipment and furniture are not abused. Students or non-students who abuse school property may be disciplined and required to pay for the damage incurred.
- 3.2. The Superintendent or designee will establish procedures for the investigation and reporting of damage or loss and will initiate action to collect for damages. A student's diploma may be withheld until restitution is made.

**Related Procedures**

6800P1-Asset Preservation System

**Policy Cross References**

N/A

**Policy Legal References**

RCW 28A.635.060 – Defacing or injuring school property—Liability of pupil, parent, or guardian—Withholding diplomas—Suspension and restitution—Community service program as alternative—Publication of information on withheld diplomas—Student rights protected

WAC 392-347-023 – State funding assistance in post 1993 facilities

**Management Resources**

*Policy & Legal News*, June 2021

*Policy & Legal News*, October 2011

*Policy News*, June 2009 – New Rules for Asset Preservation Program

**Policy History**

<b>Action:</b>	<b>Date:</b>
Approved by the Board	January 19, 2011
Revised	February 16, 2022
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