

Billings School District 2

SCHOOL FACILITIES

Operation, Security and Maintenance of District Facilities

The District seeks to maintain and operate facilities in a safe and healthful condition. The Director of Facilities Services, in cooperation with the principals, fire chief, and county sanitarian, shall annually inspect plant and facilities and provide for a program to maintain the District physical plant by way of a continuous program of repair, maintenance, and reconditioning. Following the annual inspection, the Director of Facilities Services shall report the findings of such inspection to the Board. Budget recommendations shall be made each year to meet these needs and any such needs arising from an emergency.

The Board recognizes that security entails not only maintenance of buildings, but also protection from potential fire hazards, elimination or repair of faulty equipment, and establishment of safe practices throughout a building. The Board requires close cooperation with local police, fire, and sheriff's departments and with insurance company inspectors in keeping facilities secure.

The Board will allow access to school buildings and grounds outside of regular school hours only to staff whose work requires access. The Board requires each building to have an adequate key control system to limit access to buildings to authorized staff and to safeguard against the potential entry of unauthorized persons.

A building administrator is responsible for keeping records and funds in a safe place and under lock and key when required.

The Director of Facility Services will see that locks and other protective devices designed to be used as safeguards against illegal entry and vandalism are installed when appropriate to an individual situation. The District may employ watchmen in situations where special risks are involved. A building administrator is responsible for reporting immediately all incidents of vandalism and burglary to the Superintendent immediately and to law enforcement agencies as appropriate.

Legal References: § 50-61-114, MCA Fire chief and fire inspector to make inspections
 10.55.908, ARM School Facilities

Policy History:

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