

CARGO STORAGE CONTAINERS

The Governing Board realizes the necessity of utilizing cargo storage containers when existing facilities can not adequately accommodate the various storage needs of the school sites.

Location Criteria

School site staff will ensure the safety of students, staff, and anyone using the facilities by placing storage containers in locations that will not compromise safety or conflict with the site programs. Staff will ensure not to breach the security of schools by placing storage containers in areas that will permit access to rooftops, fenced enclosures, or other secured areas. Staff will also ensure the placement of storage containers does not conflict with the Board approved school site master plan. Placement will not interfere with existing utilities or irrigation.

Sub grade Criteria

Units must be placed on a firm surface that will not settle, such as gravel over compacted soil, new or existing asphalt, or a concrete surface. The area must have no standing water and the drainage flow must be directed away from the unit. If a new asphalt surface is to be created, this is to be done by placing 4” of baserock with 2” of asphalt. When possible, container shall be located adjacent to existing hard, prepared surface for access.

Cargo Container Specification

Units must be commercially manufactured containers. Units must be completely securable by the means of pad locks. Units must be painted to match to blend into the area it is located. Typically, this will be the base color of the exterior buildings.

Legal Reference:**EDUCATION CODE**

35160

School Board Authority

Adopted: 1/12/99

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A. Purpose and Scope

The purpose for placing cargo storage container on the school sites is to provide additional storage space for the site-specific need and use. The scope includes the specification of the storage container, location, subgrade, and placement.

B. General

This policy will ensure that all cargo storage containers placed on site do not compromise student safety, do not conflict with future expansion, and are properly installed.

C. Forms Used and Additional References

None

D. Procedure

First Step:

Once site staff has established the need for a storage container, the specifications of the container and installation method shall be submitted to the Maintenance Department for their review and approval regarding maintenance concerns.

Second Step:

Site staff shall make recommendations to Facilities Development Department and obtain *written* approval regarding the location of the container. The location approval will be based upon evaluation of the school site master plan, existing utilities, and required subgrade preparation, in coordination with area use and student safety. Cabinet shall be notified of all unresolved concerns regarding container location.

Third Step:

The Facilities Development Department and the Maintenance Department will assist site staff in coordinating required subgrade preparation, installation, and inspection. The Maintenance Department will provide final inspection.

E. Reports Required

None

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F. Record Retention

None

G. Responsible Administrative Unit

Facilities Development Department; Maintenance Department

H. Approved By:

Assistant Superintendent for Business Services