HAMPTON TOWNSHIP SCHOOL DISTRICT

SECTION: PROPERTY

TITLE: MAINTENANCE

ADOPTED: May 29, 2004

REVISED:

	704. MAINTENANCE
1. Purpose	Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.
2. Authority SC 701	The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.
3. Delegation of Responsibility	The Superintendent or designee shall develop and supervise a maintenance program which shall include: 1. Regular program of facilities repair and conditioning. 2. Critical spare parts inventory. 3. Equipment replacement program. 4. Long-range plans for building modernization and conditioning. The Superintendent or designee shall develop guidelines necessary for maintenance, repair and improvement of physical facilities. Each building principal, in conjunction with the Supervisor of Buildings and Grounds, shall conduct a physical inspection of the building on a periodic basis and return a written report to the Superintendent or designee as to the findings of that inspection. The Superintendent shall report to the Board regarding the current status of the maintenance and improvement program.
School Code 701	