

ADMINISTRATIVE REGULATION

No. 701

Board of Trustees

Douglas County School District

PROPERTY

FACILITIES PLANNING

Under the supervision of the District's Director of Business Services, a coordinated list of proposed improvements, additions, and acquisitions will be compiled for consideration by the Superintendent. The decisions for the implementation of those actions will be based on:

- The safety and welfare of the students and staff.
- The facility needs of the instructional programs as well as support facilities (i.e., warehousing, maintenance).
- The resources of the District.

The District's Management Team will annually review building and site projects recommended for implementation District-wide and be given an opportunity to comment upon priorities and hear rationale for priority projects.

The District, through the Director of Business Services, will continue to renovate and modernize its schools. When renovation or construction projects are necessary, the following guidelines will be utilized:

- follow capacity standards for schools (elementary schools no larger than 650 students; middle schools no larger than 900 students; and high schools no larger than 1800 students)
- when a renovation project is to take place at a school, the District will form a site renovation committee made up of the site administrator, district office representative, and those individual staff members who are directly involved or affected by the project
- form any new facilities/addition committees as needed
- consider existing and planned educational support programs and staff needs including program parity among schools

The following considerations will be addressed when determining school facility design:

- Technology/utilities
- Durability and low maintenance
- Storage
- School capacity standards
- Safety
- Energy efficiency
- ADA compliance
- Building code requirements
- Extra curricular and fine arts programs

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The Director of Business Services will plan for and acquire sites for future District schools in line with the projected future school needs of the District. In acquiring sites, the Director of Business Services will consider the following minimum site acreage standards:

- Elementary – 10 acres
- Middle School – 20 acres
- High School – 50–60 acres

The following considerations will be addressed when determining site selection:

- The clustering of schools will be evaluated.
- Elementary and Middle Schools should be centrally located within a residential neighborhood. High Schools should not be centrally located within residential areas but located in the central area to be served.
- School should be adjacent to parks whenever possible.
- Safety, transportation, and public access issues will be evaluated.

See Policy related to this Administrative Regulation See also: Administrative Regulations 701(a)

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12/03
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