

SALEM SCHOOL DISTRICT  
Salem, Connecticut

BUSINESS AND NON-INSTRUCTIONAL OPERATIONS

OPERATION AND MAINTENANCE OF PLANT

The Board of Education will maintain a clean, healthful, safe, businesslike and attractive physical plant in order to provide an effective educational environment.

The care, custody and safe-keeping of all school property shall be the general responsibility of the Superintendent who shall establish procedures necessary to:

1. Provide information on the condition, location and value of school property;
2. Safeguard school property against loss, damage or undue depreciation;
3. Recover and restore to usefulness any school property which may be lost, stolen or damaged; and
4. Insure the proper maintenance and safekeeping of school property.

School maintenance shall be provided by a School District Maintenance Department headed by the Maintenance Supervisor.

Within the schools, the Principal shall be responsible to the Superintendent for the proper care and maintenance of the building and equipment.

Legal Reference: Connecticut General Statutes: 10-203 Sanitation. 10-220 Duties of Boards of Education.

Policy Adopted: September 8, 1998

Revised Policy 1<sup>st</sup> Reading: June 14, 2010

Revised Policy Adopted: July 19, 2010