



Midway R-I School District

Dedicated to excellence in education



Midway R-1 Facilities Plan Draft 2023.1

2023-2027

Introduction

This facilities plan was created by the following persons:

Facilities Planning Committee Members

- Aaron Burks, Community Member
- Logan Conway, Board of Education
- Jennifer Dean, Athletic Director
- Ron Jones, Board of Education
- Paige Houchen, Elementary Teacher
- Mike Lyon, Community Member
- Jessie McWilliams, Community Member
- Alex Moore, Agriculture Education Teacher
- Heath Oates, Superintendent
- Dee Stark, Special Education Teacher
- Chris Wunder, Board of Education

Administrators

- Chad Dean, Elementary Principal
- Jennifer Dean, Athletic Director
- Hannah Newkirk, Special Services Director
- Heath Oates, Superintendent
- Andy Parker, Maintenance Director
- Jesse Richardson, High School Principal

Midway R-1 Board of Education

- Matt Carver, President
- Chris Wunder, Vice-President
- Chuck Bayard, Member
- Logan Conway, Member
- Tara Driggs, Member
- Ronald Jones, Member
- Jim Kuntz, Member

The plan was developed in the fall of 2023 and formally adopted by the board of education on December 11, 2023. Mr. Oates would like to express his gratitude for the time and effort of those who contributed to the process, which includes those listed on the page above, and others who have contributed their time and energy into this process.

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Part One: Facility Assessment

Executive Summary

This Facility Assessment Report provides an overview of the current condition of all school buildings and facilities within Midway R-1 School District. The assessment focuses on infrastructure, safety, accessibility, and compliance with relevant regulations. The purpose of this assessment is to identify areas of concern and prioritize necessary actions to ensure the safety and functionality of our school facilities.

Part 1. Building and Infrastructure Assessment:

1.1 Structural Condition:

- Concerns

1.1.1 6th Grade Classroom along North Wall–Slab has dropped by 2-3” along north wall. Cracks have developed in mortar between blocks in walls near the floor drop. Structural engineer recommends mud jacking and resealing interface with wall and wall cracks.

1.1.2 Cracks along block and mortar wall in elementary conference room along north wall. Fixed with sealant.

1.1.3 Plants infiltrating cracks in brick or block along S wall of HS Social Studies room.

1.1.4 Denting and deterioration of south exterior wall of large gym. Cosmetic Issues

1.1.5 Soil heaving along south side of building above grade of brick.

1.1.6 Water infiltration occurs due to poor drainage along north wall of high school in math room.

1.1.7 Some unused vents on big gym leak during heavy rains.

1.1.8 Downspout boots are in need of inspection and possible replacement.

1.1.8 Soffits on elementary side need inspection.

-Notes of facilities in excellent condition

1.1.A Roof–due to tornado damage, the roof was entirely replaced in the late 2010s and has a 25-year warranty.

1.1.B New Facilities

Baseball Field

Softball Field

Ag Greenhouse

Outdoor Classroom–Elementary

1.2 Mechanical Systems:

-Concerns

1.2.1 From facilities survey–inadequate controls in HVAC system for temperature comfort for staff.

- 1.2.2 In 4th grade classroom–HVAC excessively noisy; HVAC system does not adequately control humidity in classroom
- 1.2.3 HVAC System has large number of compressor outages (age or electricity issue)
- 1.2.4 Plumbing–ongoing plumbing issues with drainage clogs and backup
- 1.2.5 Plumbing–parts of building sometimes smells of sewage–various bathrooms, drains, sinks
- 1.2.5 Electrical–Football field light outage–new box and breakers
- 1.2.6 Electrical transformers–Transformers at multiple locations resulting in a lot of exposed overhead lines, eyesore

1.3 Building Envelope

Concerns–

- 1.3.1 Windows along north wall of small gym allow in moisture during windy rain events
- 1.3.2 Windows along some south wall classrooms allow air infiltration, energy inefficiencies

1.4 Interior Spaces:

Concerns–

- 1.4.1 Large gym floor ready for complete strip, repaint
- 1.4.2 Concession stand lacks sufficient sink for washing, sanitization, rinse

1.5 Exterior Spaces:

Concerns–

- 1.5.1 Track surface needs repaired and resealed
- 1.5.2 Irrigation needs at sports fields
- 1.5.3 Playground lacks shade for hot days
- 1.5.4 Playground surfaces do not meet safety standards
- 1.5.5 Sidewalks and gutters are in need of repair.
- 1.5.6 Irrigation pond needs to be dredged.
- 1.5.7 Perimeter fence on east side – leaning and has gaps at posts.

Part 2. Safety Assessment–note: this portion will be completed in more detail by the Midway R-1 Safety Team (convenes spring 2024)

2.1 Fire Safety

- Fire detection systems are operational.
- Fire extinguishers are inspected annually and are fully operational

Concern

- 2.1.1 Currently, the district lacks a widespread fire suppression system

- Evaluate emergency exit routes and signage for clarity and compliance.

2.2 Security

- Review access control systems and security measures.
- Identify any areas vulnerable to unauthorized access.

2.3 Environmental Safety

- Check for potential environmental hazards, such as asbestos or lead paint.
- Assess ventilation systems for air quality and proper circulation.

2.4 Emergency Preparedness

- Verify the availability and condition of emergency supplies and equipment.
- Review evacuation plans and procedures.

Part 3. Accessibility Assessment

3.1 ADA Compliance

Concerns

3.1.1 Insufficient Handicap Parking Accessibility in Football Field Parking Lot (Available Spaces are in Graveled Areas)

3.1.2 Insufficient Wheelchair Accessibility in Visitor Bleachers, Sidelines

3.1.3 No Wheelchair Accessibility to Press Box at Football Field

3.1.4 Insufficient Wheelchair Accessibility to Emergency Storm Shelter Location in Building

3.1.5 Patrons report insufficient space to maneuver wheelchairs inside restroom stalls

Part 4. Regulatory Compliance:

4.1 Building Codes

4.2 Safety Regulations:

Concerns

4.2.1 Lead testing of all water outlets will be completed and mitigated by December 2024

Part Two: Enrollment Projections

Summary: Though no systematic enrollment projection has been completed, essentially stable enrollment is projected for the next five years. It is likely that the district will experience enrollments of 420-450 students. This is a variation of only 2-3 students per grade level. It is important to note that this projection could change significantly based on the following possible factors:

Political/Legal Changes:

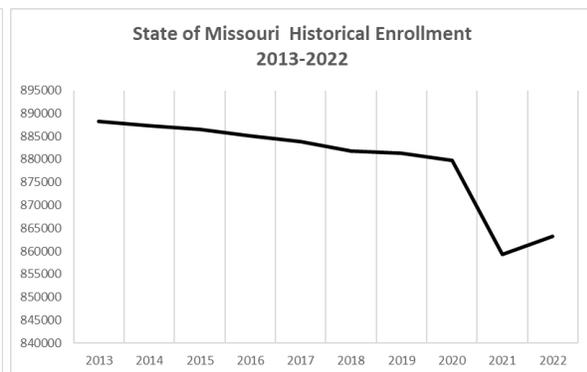
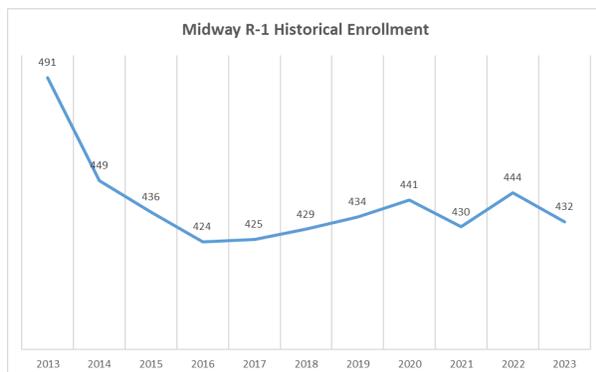
- Open Enrollment Legislation
- Foundation formula and/or other funding changes
- Forced Consolidation
- Change in Zoning Restrictions

Cultural Changes:

- Homeschooling/Online Schooling Movement
- Residential Flight from KC Area

Economic Changes:

- Development of Local Residential Properties
- Change in Economic Conditions in Energy, Agriculture, Housing Sectors



Part Three: Maintenance and Repairs

Background: The Maintenance and Repairs section of the 5-Year Facilities Plan outlines the schedule for routine maintenance, repairs, and upgrades needed to address immediate facility needs. The goal is to maintain and enhance the operational efficiency and safety of our school facilities by addressing critical issues in a timely and cost-effective manner.

I. Routine Maintenance Schedule: Routine maintenance activities will be conducted on a regular basis to ensure the ongoing functionality of key systems and facilities within the school district.

HVAC Systems:

- Conduct quarterly inspections and regular filter replacements to maintain indoor air quality and energy efficiency.
- Perform annual comprehensive inspections and cleaning of HVAC units during the summer months.
- Upgrade older HVAC units to energy-efficient models as budget permits.

Roofing:

- Conduct annual roof inspections in the summer to identify and address leaks or membrane issues.
- Schedule repairs or replacements as needed, prioritizing areas with significant damage.

Plumbing:

- Address plumbing issues promptly to prevent water damage or disruptions to school operations.

Electrical Systems:

- Conduct an annual inspection.
- Upgrade electrical systems to meet modern safety and energy efficiency standards when required.

Bleachers:

- Conduct annual safety inspection of bleachers as required by law.

Vegetation Management:

- The district will outsource mowing and vegetation management to a vendor for the 2024 growing season.

- The district will also investigate irrigation and other practices which will maintain and improve the vegetation on all athletic fields.

II. Repairs and Immediate Needs: The school district will address immediate facility needs to ensure the safety and functionality of our educational spaces.

HVAC Systems:

- Address HVAC system breakdowns or malfunctions within 48 hours of reporting.
- Replace aging HVAC units with energy-efficient models as part of the long-term plan. The current budget builds in 2 unit replacements/year.

Roofing:

- Prioritize immediate repairs for any roof leaks or damage that affect indoor spaces or threaten structural integrity.

Plumbing:

- Address plumbing emergencies, such as water main breaks or sewage issues, within 24 hours.
- Schedule repairs for less critical plumbing issues within 72 hours of reporting.

Electrical Systems:

- Respond to electrical outages, safety hazards, or significant disruptions within 24 hours.
- Address non-urgent electrical repairs within 5 business days.

III. Upgrades: The school district will plan for strategic upgrades to improve facility efficiency, sustainability, and safety.

HVAC Systems:

- Develop a phased plan for HVAC system upgrades, prioritizing energy-efficient options.
- Secure funding for HVAC upgrades through grants, bonds, and budget allocations.

Roofing:

- Because of the current roofing system, which has 17 more years on a full warranty, upgrades to the roof over existing facilities are not projected in the next 5 years.

Plumbing:

- Inspect all water fixtures for lead concentrations, correct as needed. Invest in water filtration systems to improve water quality and reduce contaminants.
- Mitigate off-gassing issues of sewer gas inside the building
- Plan for water conservation measures, including low-flow fixtures and irrigation systems, to reduce water consumption and utility costs.

Electrical Systems:

- If feasible, install solar panels on the district's grounds to control energy costs.
- If feasible, invest in backup power systems to ensure continued operations during power outages or emergencies.

Part Four: Renovations and Upgrades

Background: This section outlines specific projects aimed at improving the quality and functionality of the district's facilities.

- I. Specific Classroom Improvements:
 - A. Fix flooring issue in 6th grade classroom (Mudjacking, per recommendation)
 - B. Modernization of Family and Consumer Science Classroom—create 4 kitchen zones in the classroom.
 - C. Agricultural Science Shop—
 1. Install larger garage door
 2. Install Lean-To Roof and Fenced Storage Area
- II. Necessary Projects to Prevent Deterioration of District Assets
 - A. Soil Heaving and Drainage Along North and South Wall of District—Drain
 - B. Concrete Repair—Curbing, Sidewalks, Parking Lots
 - C. Respray Coating of the Track
 - D. HVAC Controls
- III. Compliance Issues
 - A. Playground Surfacing
 - B. Wastewater Retention Pond Evaluation
- IV. Projects to Enhance Existing Facilities/Programs
 - A. Irrigation of Ballfields (possible retention pond)
 - B. Concession Stand Upgrade
 - C. Asphalt parking area along football field
- V. Safety Upgrades (this section will be completed in Spring 2024)

Part Six: Budgeting and Funding

Background: The Midway R-1 School District is committed to sound fiscal management practices in support of this plan. The district currently invests significant funds in the operation and management of our district’s facilities, with more investment to come.

Facilities and Grounds Spending			TOTAL DISTRICT	Plant Operations as % of
	TOTAL BUILDING AND GROUNDS		EXPENDITURES	Total Budget
2013-14	\$ 543,308.39		\$ 5,490,353.44	9.90%
2014-15	\$ 587,955.72		\$ 7,364,896.17	7.98%
2015-16	\$ 576,927.63		\$ 6,495,299.71	8.88%
2016-17	\$ 609,027.49		\$ 5,805,051.66	10.49%
2017-18	\$ 590,286.04		\$ 5,829,579.11	10.13%
2018-19	\$ 586,071.50		\$ 6,127,131.36	9.57%
2019-20	\$ 578,914.45		\$ 9,421,255.71	6.14%
2020-21	\$ 623,392.64		\$ 5,989,158.52	10.41%
2021-22	\$ 1,234,110.17		\$ 7,175,423.22	17.20%
2022-23	\$ 732,830.06		\$ 10,600,342.53	6.91%

The district has plans to keep spending at similar levels as a percentage of district funding. Cost savings will be realized in the following areas:

- The district currently contracts out custodial and maintenance services. It is recommended that we will bring these employees back in house.
- Other cost savings will likely occur in the area of transportation.

The district also has a plan to create a bond issue which will generate \$5-\$6million dollars in funds for projects in April 2024.

Part 7: Prioritization of Projects

1. Immediate Priorities—not dependent on passage of bond issue, plan to complete/begin in FY23-24
 - Fix flooring issue in 6th grade classroom (Mudjacking, per recommendation)
 - Agricultural Science Shop—
 - Install larger garage door
 - Install Lean-To Roof and Fenced Storage Area
 - Soil Heaving and Drainage Along North and South Wall of District—Drain
 - Respray Coating of the Track
 - HVAC Controls
 - Playground Surfacing

2. Longer term Priorities—not dependent on passage of bond issue, plan to complete in next 2-3 fiscal years
 - Concrete Repair—Curbing, Sidewalks, Parking Lots
 - Wastewater Retention Pond Evaluation
 - Solar panels
 - Asphalt parking area along football field
 - Shade on Playground

3. Bond Issue Priorities—dependent on passage of bond issue, plan to complete with bond project funds
 - Irrigation of Ballfields (possible retention pond)
 - Concession Stand Upgrade
 - Ag Food Science Meat Lab
 - BB/SB Parking Lot

4. Middle Priority Items—not as critical to operations, if funds allow in future.

- Modernization of Family and Consumer Science Classroom—create 4 kitchen zones in the classroom.
- LED Lighting on FB Field
- Auxiliary Gym/FEMA Shelter
- Auditorium

5. Wish List Items—Nice to have if donation or future funds available

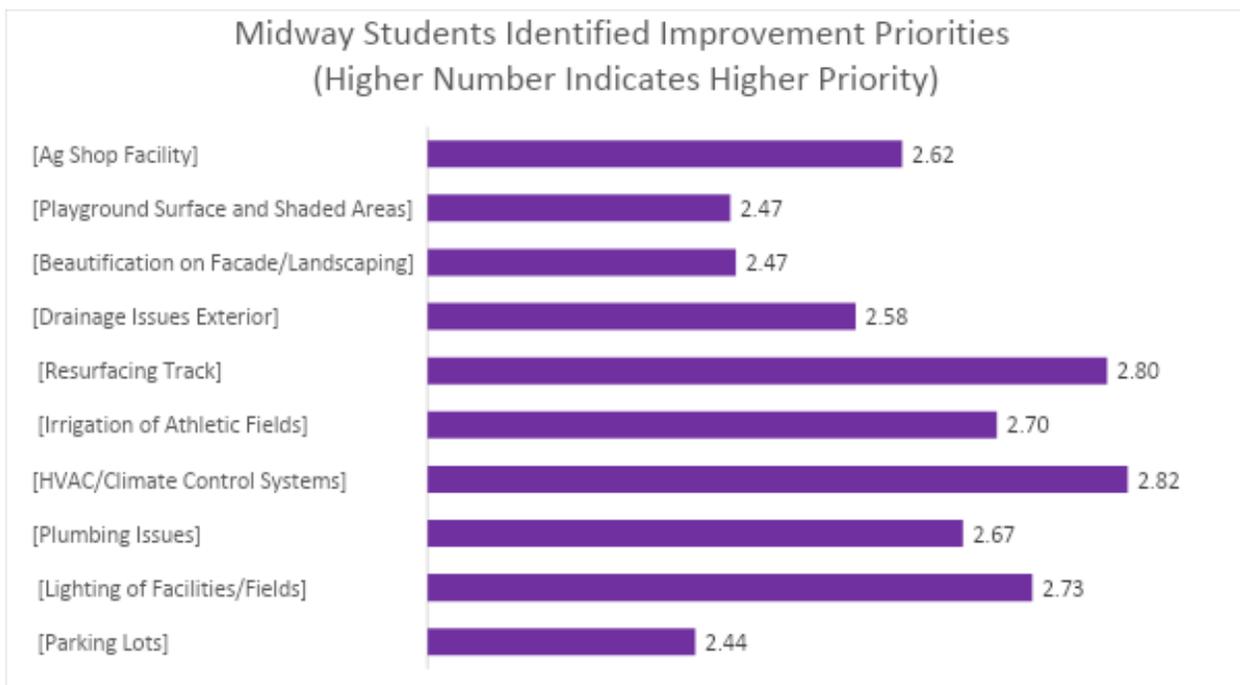
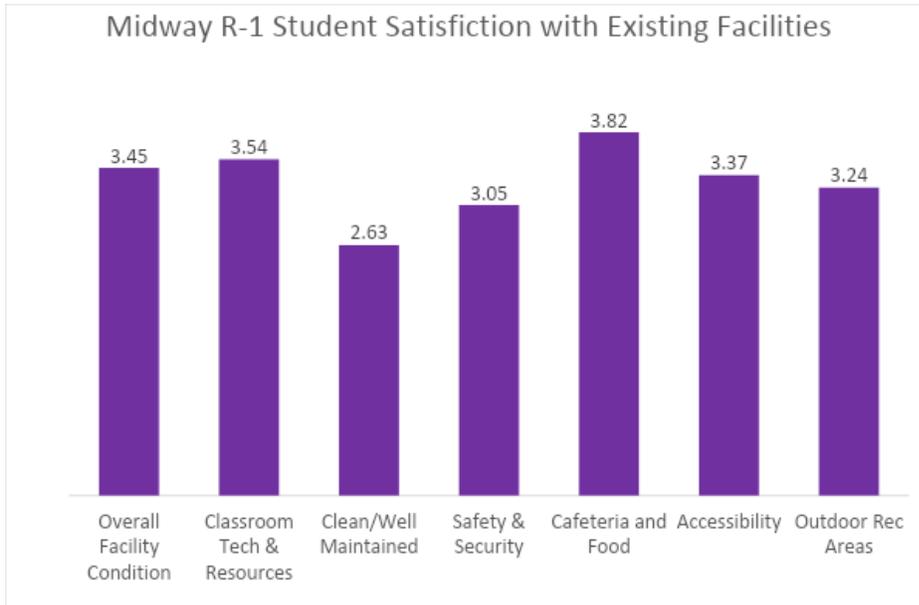
- Outdoor Fieldhouse/Concession Stand
- Auditorium
- Field Turf on Football Field
- Stand-Alone Agricultural Building

Part 8: Community Engagement

The facilities planning has community representation from multiple community members who serve on this committee. The committee also has conducted an extensive survey to collect community input. This information is shared here.

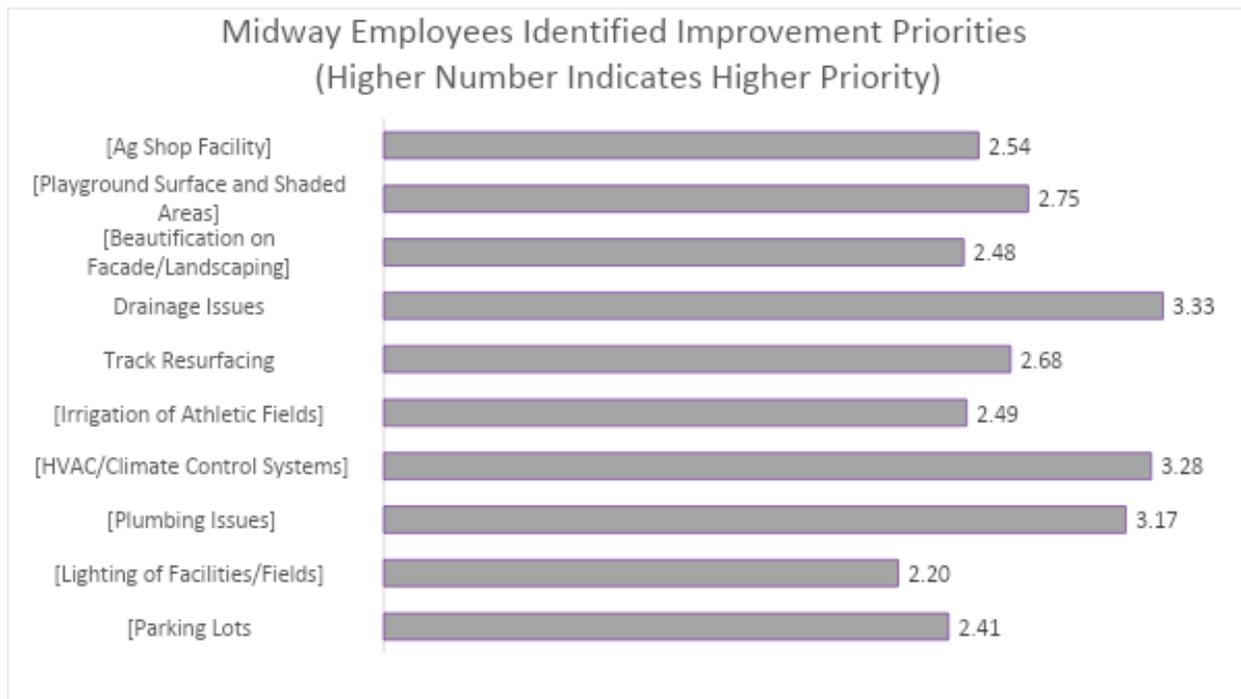
Midway R-1 Facilities Survey Summary

Part One: Students



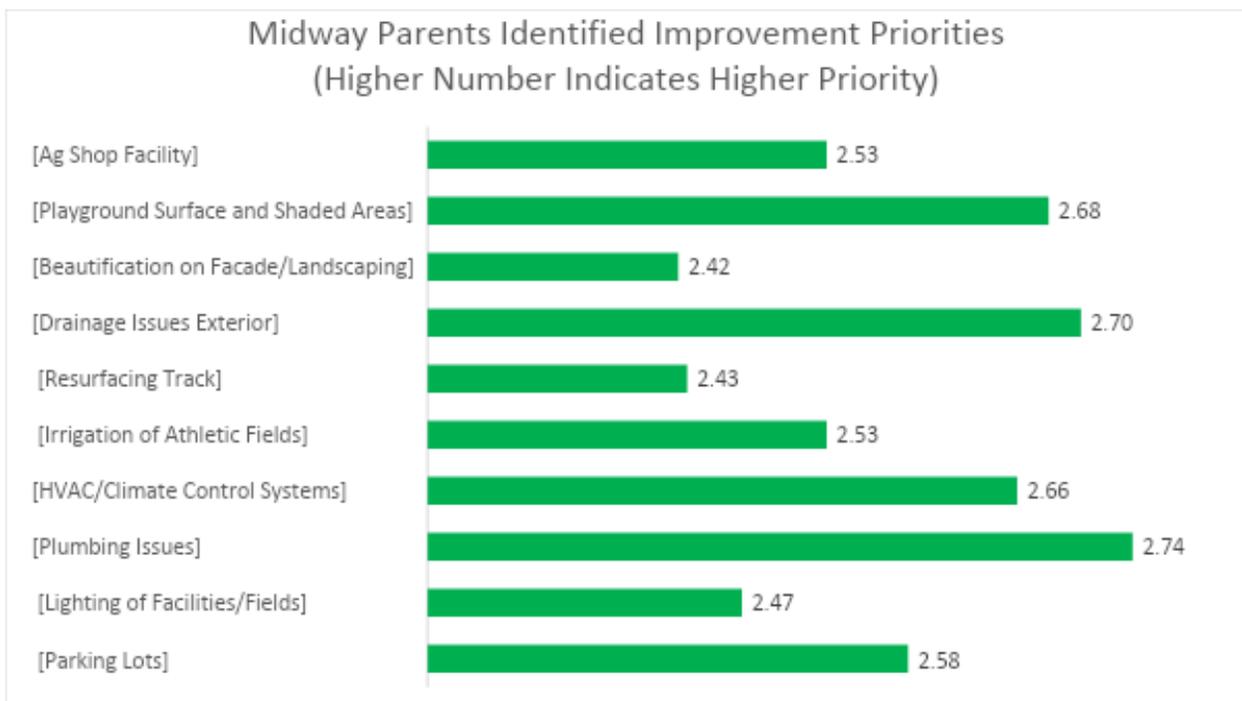
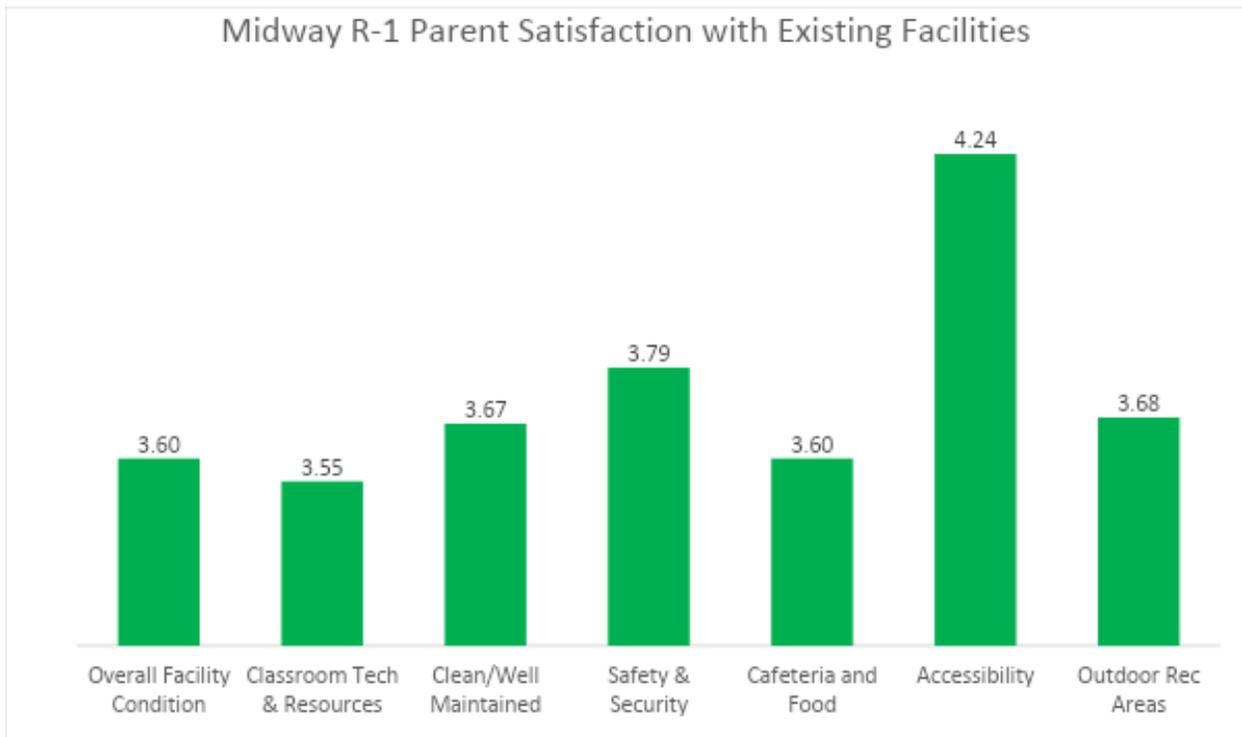
Student Comment Summary					
Safety Hazards/Maintenance Issues	# of Additional Mentions	Improvement Recommendations	# of Additional Mentions	Bond Fund Recommendations	# of Additional Mentions
Hot Water in bathrooms		Macbooks		Ag Facility/Equipment	3
Shower broken in JH Locker Room		New band lockers		Fix leaks	2
Water filters on bottle fillers		Band Improvements		Football Field	10
Potholes	3	Need lockers for jrs and srs		Not sports	2
Football Field	4	Gym floor rewaxing		Technology	1
Gym Floor		Gym floor dead spots		More Academics	
Smoking		Need different chairs/desks	6	Sports	2
Girls Locker Room Bathroom		Football Field	4	Improve appearance	2
Plumbing		Athletic Fields	3	Football Team Gear	2
Football Field Lights		HVAC		HS Girls Shower in Locker Room	2
Mold		Art Room		Better Chairs/Desks/Tables	8
HVAC	4	Clocks in the hallway		Vape Detectors	
Racism		Baseball Field Maintenance		Band Instruments	
Higher quality food		Higher Quality Food		HVAC	8
Stage		Restrooms		Improved Food Quality	2
Restroom	5	Cleaning		Landscaping	2
Playground Upgrades	5	More parking	2	Lighting	
Cleaning	2	Add shade		Vending Machines	
Wet floors	2	Add a den		Baseball Field Maintenance	
Students out of control		Playground	2	Outdoor dining area	
Water fountain		Non-slick floors		Classroom materials	2
		Better gym		Weight Room Improvements	
		New/different Buses	2	More Clubs (i.e., Drama)	
		Let 6th graders participate in JH sports		Spanish Program	
		Landscaping		Stage Improvements	
				Playground	6
				More recess	
				Gymnastics	
				Class pets	
				2 Soccer Goals on playground	
				Seatbelts on buses	
				Make the rooms bigger	
				Cleaning	
				Plumbing	
				New bathrooms	3
				Soccer Teams	
				Pay teachers more	4
				Add Soccer	2
				Shade on Playground	2
				Add Boxing	

Part Two: Midway Employees



Employee Comment Summary					
Safety Hazards/Maintenance Issues	# of Additional Mentions	Improvement Recommendations	# of Additional Mentions	Bond Fund Recommendations	# of Additional Mentions
Mold/Mildew Issues	5	Early Childhood Center		Early Childhood Center	
Cleanliness	2	Outdoor Dining Area		Add HS Classroom	
Indoor moisture (drainage)		Repainting		Fix Roof Leaks	3
Parking Lot on W Side Uneven and Dangerous		More electric outlets		Upgrade Concession Stand	
Doors not monitored well enough		Cleanliness/Custodial Improvements	3	Turf Field	
Should have all visitors sign in at district office		Playground Safety Improvements		Faculty Bathroom	
Rusty Doors		HS Outdoor Classroom Space	3	Safety Issues First, then Improvements	4
Classroom chairs are old and break		Ag Shop Inadequate Size, Layout for Safety & Storage		Equally to all goals	
Ag Shop should not be used for shipments and storage		Faculty Only Bathrooms		Not more athletics	
Lighting-Outdoors and in Parking Lots	2	Sink in the teacher's lounge	2	Fix Drainage Issues	3
Plumbing Issues--Smells like sewage	2	Concession Stand Improvements	2	Improve Ag Facilities	
Doors not latching completely		HVAC Improvements	3	HVAC	4
New locks inadequate with double doors		Plumbing	3	Cleanliness	2
Lack of reinforced wire on many windows		Playground Shade on Playgrounds	2	Shade on Playground	
HVAC Loud, Inefficient	2	Staff need PCs, not chromebooks		Replace/upgrade chromebooks and student tech	
Need a lock for SPED Safe Room		Add a window to the band room door		Plumbing	3
Roof Leaks	3	Soundproof walls between vocal music and band rooms		Education Resources for Classrooms	
Need irrigation for BB/SB Fields		Improve cafeteria by applying acoustic panels along walls to absorb sound		Stage lighting and sound	
Playground	2	Improve aesthetics to school interior		Sound Improvements for Music Rooms	
Hill on S Side of Football Field		Better Lighting		Practice Rooms for Music	
Sidewalks		More Parking		Areas w/ most student impact	
Camera Blind Spots		Trees/Landscaping Improvements		Prioritize items from the community/admins/teachers	
Classroom floor sinking		Burn the Burn Pile		New windows on S side of building	
Electricity/Brownouts		Rodent Control		Irrigate Athletic Fields	
		Remove Old Vault/Vault Door in HS Office		Compliance with ADA	
		Irrigation of Athletic Fields		Fund the Arts	
		Fix Roof Leaks		Basic upgrades to the building	
		Install a sensory room		Structure Improvements	
		Electricity-battery backups, surge protection			

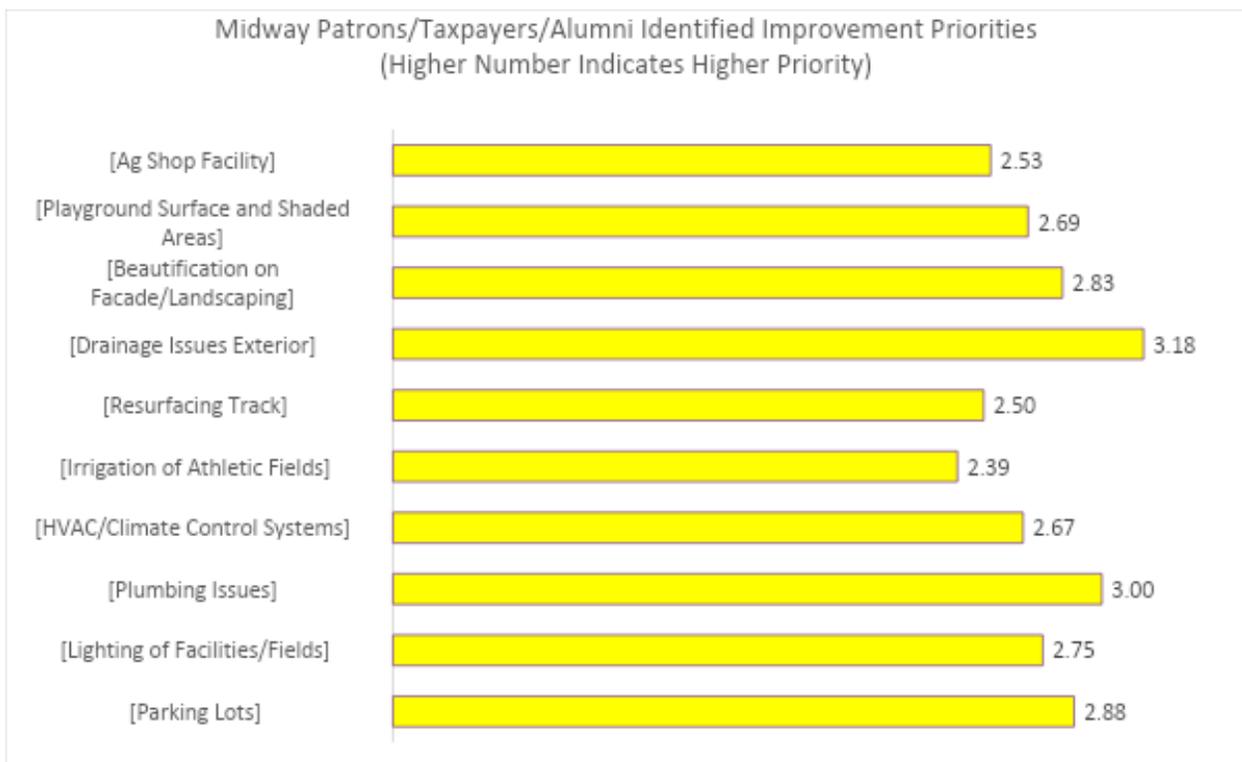
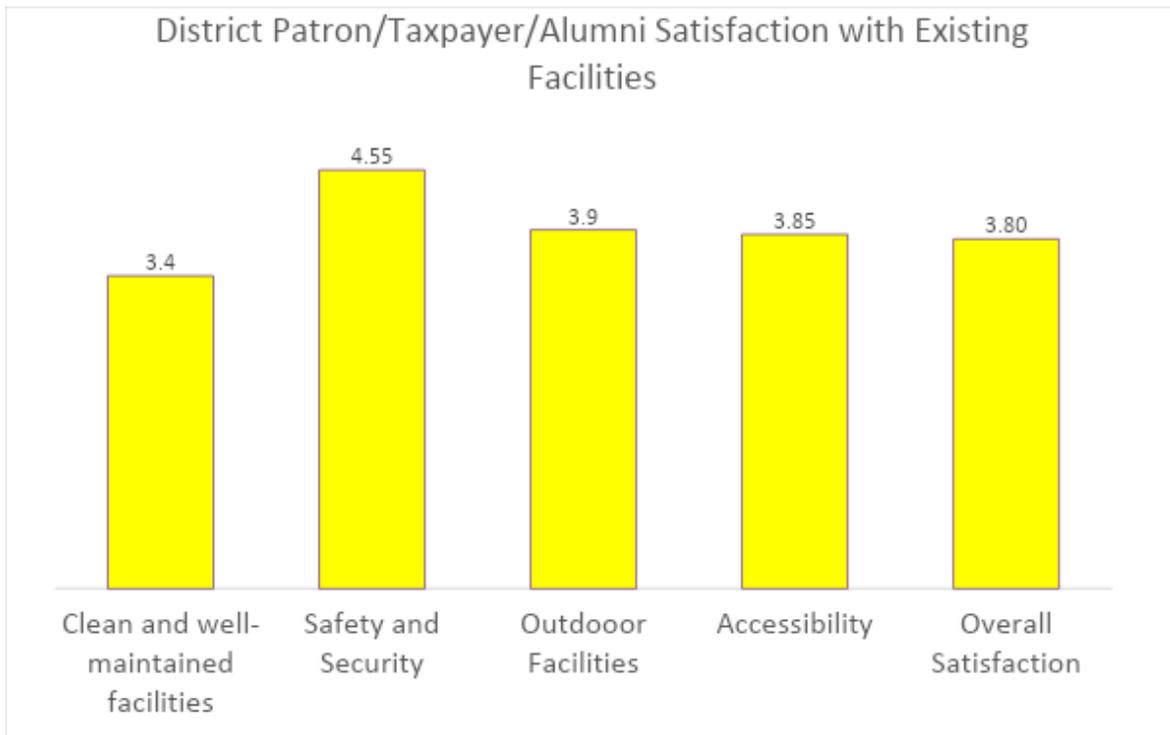
Part Three: Midway R-1 Parents



Parent Comment Summary

Safety Hazards/Maintenance Issues	# of Additional Mentions	Improvement Recommendations	# of Additional Mentions	Bond Fund Recommendations	# of Additional Mentions
Football Field	2	Landscaping	4	Landscaping	
Students Roam Halls Freely		HS Football /Field	5	Improve academics and arts, not athletics	3
Youth Football		Parent Pickup Line	2	Improve academics, clubs and athletics	2
Access Issues-Doors Propped Open		Baseball Parking (Includes Handicap Parking)	3	Safety/Security	7
Locker Rooms		Shading for Baseball		Plumbing	
Pole with Stabilizing Wires on Playground		HVAC	2	HVAC	2
Plumbing	2	Classroom Security Equip		Quality and Quantity of Food	2
Cleanliness	4	Update HS Library		HS Library	2
Bulletproof glass at entries		Improve academics and arts, not athletics	2	Science Lab Improvements	
Small Gym Needs New Floor		Add Security Person/SRO		Computer Lab Improvements	2
Stage Improvements		Grounds maintenance	2	Add wood/metal shop	
HS Bathroom by Office Smells		Clean up junk		Finish bond issue from 5 years ago	
Roof Leaks	2	Get rid of animals along sewage pond		Hard infrastructure (power, water, HVAC, Safety)	
Athletic Fields Unsafe in Current Condition		Concession Stand	2	Track	
Students Drive Unsafely in Parking Lot		Classroom Tech		FB Field	
Concession Stand Outlets		Weight Room		Redo Small Gym	
Parking Lots		FACS		Ag Building Improvements	
Classroom door latches for intruder prevention		Cleanliness	3	Update PLTW Program and Facilities	
Loading/Unloading of Students		Handicapped access	4	New weight room	
Security Cameras in Parking Areas		HS Parking Lot Improvements		Turf Football Field	
Playground		Outdoor Restrooms on S Side of School		Update Technology	
Bus Facilities		Add another concession stand		Update Front Offices	
Handicapped Parking areas should not be gravel		Fix cracks in track		Roof	
Parking Lot Lighting		Restrooms at BB field		Improve Facilities Management	
		Band Chairs		Not on football, asphalt, or sports	
		Plumbing		Update the commons	
		More cameras in hallways		Update stadium	
		Add parking on N side lawn		Update severe storm issues	
		Sports Complex improvements		Repairs first, done properly	
		Youth FB Sound System		Budget Carefully	
				Update Concessions	
				Increase and improve parking	
				Add student job skills class	
				Add robotics program	
				Add debate program	
				Irrigation	
				Band, Choir Performance Areas	
				LED Lighting	
				PA System	
				Indoor Sound System	
				More security cameras	
				Add AP Classes	
				Shade on playground	
				Water fountains outdoors	

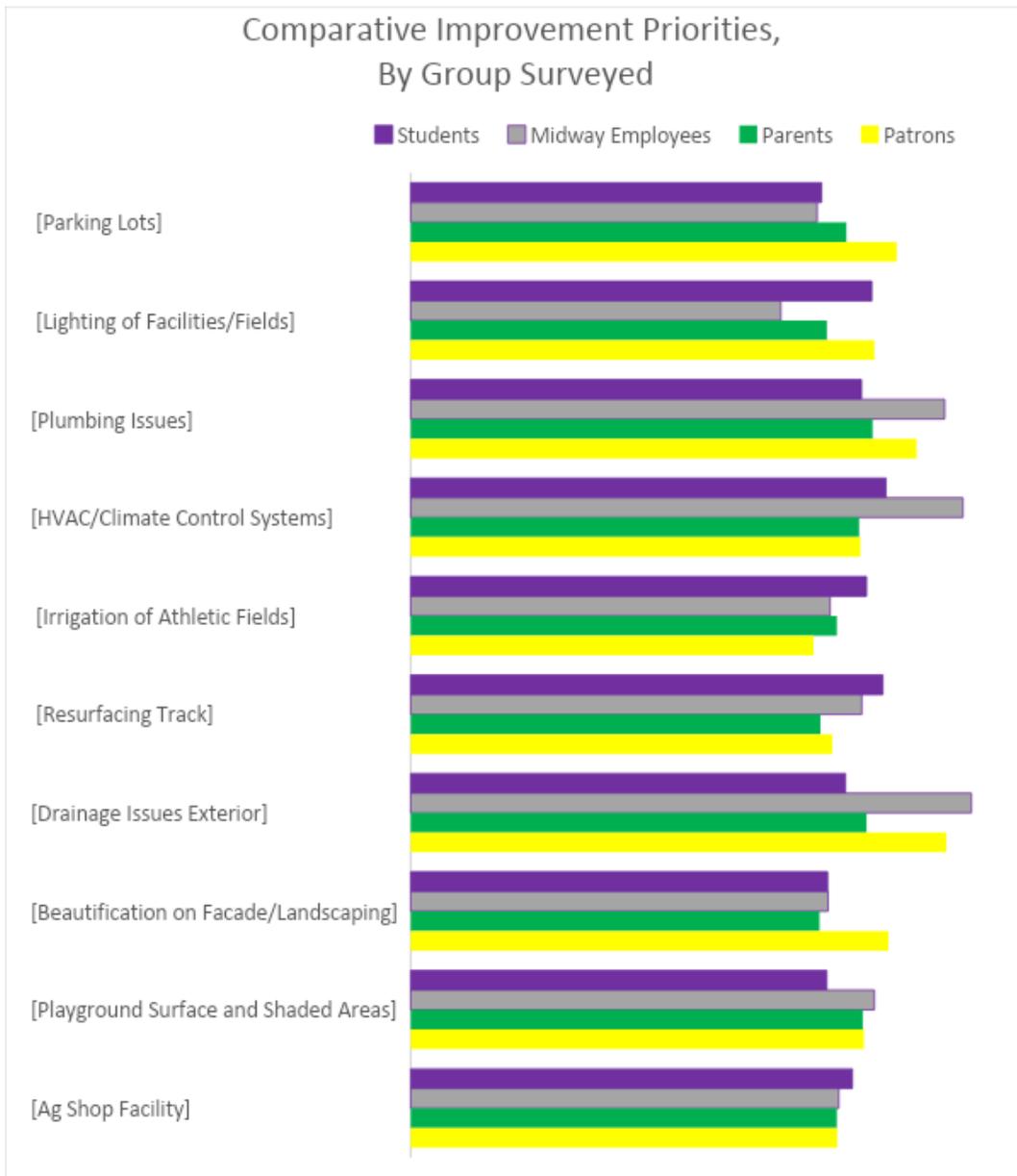
Part Four: Midway Patrons/Taxpayers/Alumni



Patrons/Taxpayers/Alumni Comment Summary

Safety Hazards/Maintenance Issues	# of Additional Mentions	Improvement Recommendations	# of Additional Mentions	Bond Fund Recommendations	# of Additional Mentions
Safety--too easy to gain access		Landscaping improvements/maintenance	3	Fixing leaks in the roof/ceiling	
Trash not picked up/Insufficient trash cans	2	More parking	2	Upgrading classrooms	2
Need to clean up junk		Lighting in parking lots		No embezzling funds	
Need to weed-eat		Weed control		Track resurface	
Plumbing not working well		Clean up junk/trash	2	Ag program facilities	
Lights went out at football game	2	Football field condition looks bad		Transportation back in-house	
Need new concession stand closer to football field		Privacy fencing on N side of playground		Landscaping for beautification	
Handrails for steps on bleachers		Standalone Ag Building			
Insufficient Parking Lot Lighting		Concession stand at BB/SB Fields			
		Renovation of old gym and stage			

Part 5: Comparative



Part Nine: Implementation Timeline

Spring 2024

- Fix Flooring in 6th Grade Classroom (Mudjacking, per recommendation)
- No-Tax Increase Bond Issue
- Survey of Soil Heaving and Drainage around building
- Improve Operation of HVAC Controls

Summer 2024

- Ag Science Shop–Larger Garage Door/Lean-To
- Respray Coating of the Track
- Playground Resurfacing
- Drainage Project Excavation and Correction

Fall 2024

- Drainage Project Excavation (Continues)
- Wastewater Retention Pond Evaluation

Spring 2025

- Possible Retention Pond Construction
- Write Enhancement Grant-Ag Food Sci Lab
- Asphalt parking area along football field

Summer 2025

- Irrigation of Ballfields Concrete Repair–Curbing, Sidewalks, Parking Lots
- Concession Stand Upgrades

Fall 2025

- Construction of Ag Food Science Meat Lab

Spring 2026

- Application for Missouri Energy Loan–Solar Panels
- Create RFP for Lighting Upgrade on FB Field

Summer 2026

- Football Lighting Upgrades
- Modernization of FACS Classroom

Fall 2026

- Installation of Solar Panels

Spring 2027

- Feasibility Study:
 - Auxiliary Gym/Storm Shelter
 - Auditorium
 - Outdoor Fieldhouse/Concession Stand
 - Field Turf on Football Field
 - Stand-Alone Agricultural Building

Part Nine: Monitoring and Evaluation

Section 1: Monitoring Procedures:

9.1.1 Regular Inspections and Assessments:

- Conduct regular inspections of facilities, including infrastructure, safety features, on a quarterly basis.
- Document findings to track improvements, identify recurring issues, and prioritize maintenance needs.

9.1.2 Stakeholder Feedback and Surveys

- Engage stakeholders, including students, parents, teachers, and administrative staff, through surveys and feedback mechanisms to gather input on facility conditions and satisfaction levels, conducted annually.
- Use feedback to identify areas for improvement and address concerns promptly.

Section 2: Evaluation Process:

9.2.1 Data Analysis and Reporting:

- Collect and analyze data gathered through monitoring procedures to assess the performance of facility initiatives and administrative processes.
- Generate comprehensive reports annually in December outlining progress, challenges, and areas requiring attention.

9.2.2 Alignment with Objectives:

- Evaluate the alignment of ongoing activities and expenditures with the defined objectives and priorities of the 5-Year Facilities Plan and the district's CSIP, annually in December.
- Ensure that resources are allocated efficiently to achieve desired outcomes, annually in June Budget report to the Board of Education.
- Identify areas for streamlining processes and enhancing administrative efficiency.
- Review budget utilization and expenditures regularly to ensure compliance with allocated funds and identify areas where adjustments may be necessary.

9.2.3: Personnel Management and Evaluation

- The board of education will evaluate the superintendent of schools annually regarding the effectiveness of administrative processes related to facility management, budget allocation, procurement, and decision-making.
- The superintendent will conduct annual evaluations of the director of maintenance and custodial staff.

-The superintendent will ensure that annual evaluations of maintenance and custodial staff will be completed by their direct supervisor.

Section 3: Adjustments and Recommendations

9.3.1 Actionable Recommendations:

- Based on evaluation findings, develop actionable recommendations to address identified challenges, capitalize on successes, and improve overall performance.

- Implement necessary adjustments to the plan to better align with evolving needs and goals.

9.3.2 Continuous Improvement:

- Foster a culture of continuous improvement by incorporating feedback and lessons learned into future planning and decision-making processes.

- Encourage collaboration among stakeholders to drive ongoing improvements in facility management and administration.