802.00 BUILDING AND GROUNDS MANAGEMENT

I. POLICY PURPOSE

The purpose of this policy is to establish clear accountability for the planning, maintenance, and improvement of District facilities. All facility-related activities must align with and support the District's Strategic Plan to ensure long-term operational excellence.

II. GENERAL STATEMENT OF POLICY

A. **Responsibility:** The District's Facility Department is responsible for all actions related to maintenance, remodeling, and physical improvements of Buildings and Grounds.

B. **Strategic Alignment:** All proposed improvements must demonstrate a contribution to the goals outlined in the District's Strategic Plan.

C. **Authorization & Execution:** Work shall be performed exclusively by qualified personnel or groups, with prior written approval from the Senior Executive Officer of Operations or their authorized designee.

III. DEFINITIONS

A. **"Maintenance"** The technical upkeep of core infrastructure and systems (e.g., HVAC, electrical, plumbing, and automation) to ensure safety, operational efficiency, and structural longevity.

B. **"Physical Improvements"** Permanent material additions or alterations to real property that increase value, utility, or aesthetic appeal. This includes structural enhancements and new construction that exceed routine repair.

C. **"Planning"** The strategic design and management of physical workspaces, equipment, and systems to maximize efficiency and support the District's future growth.

D. **"Remodeling"** The process of altering the structure, interior layout, or specific function of an existing space to meet evolving educational or administrative needs.

LEGAL REFERENCES:

CROSS REFERENCES: