

**BUILDING AND GROUNDS MAINTENANCE**

The Business Administrator/Manager and Facilities Director will develop and execute a continuing program of maintenance of all District-owned building and grounds. This program of maintenance will be administered in such a manner as to preserve the capital investment of the District and to prevent deterioration due to lack of proper care.

The Business Administrator/Manager and Facilities Director will carry out the above policy through providing for:

1. Buildings and grounds improvements and additions as established by capital outlay line items approved by the Board.
2. An adequate custodial program for all schools.
3. Improvement and maintenance of school grounds and fields.
4. Repairs, including repairs of equipment and painting.
5. Deterioration of obsolete equipment and furnishings.
6. A system of monitoring and record-keeping which will document all inspections and repairs.

Proposed 05/26/92

Adopted: 06/15/92

Revised: 03/20/00