Facilities Committee

Role
Advisory in nature. The committee gathers data from staff, community, and technical reports (If available) to identify needs across the district. Members **may include** administrators, maintenance staff, teachers, parents, community members, board liaisons, and sometimes architects or ESD construction specialists.

Chairman
The committee will select a chairman from among its members. **Chairman's Role:** The chairman sets meeting agendas in coordination with the superintendent, facilitates discussion to ensure all voices are heard, keeps the group focused on criteria-based decision-making, and serves as the spokesperson when presenting recommendations to the superintendent and board. The chairman does not hold decision-making authority; their role is to organize and guide the committee's work effectively.

Meetings
The committee will meet **quarterly**, with additional meetings scheduled when major projects, levy campaigns, or emergencies arise.

Work
The committee develops a priority list by reviewing building condition surveys, enrollment projections, instructional needs, and funding opportunities. Projects will be prioritized by the agreed-upon criteria—**health and safety, legal compliance, educational program support, athletics/extracurricular enhancements, and operational efficiency/cost savings** —to recommend priorities.

Authority
The committee provides **recommendations only**, ensuring transparency and stakeholder input, but does not approve or commit funds.

Understanding
Projects that qualify for grants or other external funding streams may be elevated in priority because they extend limited local resources. In these instances, the superintendent, in consultation with the school board, will move forward with the externally funded project regardless of its placement on the established priority list.

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Superintendent and Administration

Operational Leadership
The superintendent oversees daily facilities management, ensures compliance with regulations, and directs available maintenance and small capital budgets.

Implementation
Administration manages grant writing, contractor bidding, and project oversight. They align facilities work with instructional and strategic goals while keeping the board informed.

Flexibility
In urgent cases (e.g., fire marshal violations, HVAC breakdowns, or roof leaks), the superintendent may authorize immediate corrective actions within delegated spending limits.

Bridge Role
The superintendent presents facilities committee recommendations to the board, framing options with cost estimates, funding sources, and timelines.

School Board

Final Authority
The board holds the legal responsibility for approving capital projects, large expenditures, levy/bond proposals, and contracts beyond the superintendent's delegated authority.

Strategic Alignment
They ensure facilities decisions reflect board goals, district priorities, and community expectations.

Community Accountability
For projects requiring voter support (e.g., bonds or levies), the board makes the final decision on what is placed on the ballot.

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Decision Flow

Facilities Committee
Identifies needs and recommends priorities.

Superintendent
Determines feasibility, seeks funding, and manages execution.

School Board
Holds final approval authority, particularly for high-cost, long-term, or voter-dependent projects.

If funding is not available for a top-priority project, the project may be skipped at that time but remain on the priority list for future consideration. The superintendent may proceed with lower-cost projects further down the list, provided that board approval is obtained and the decision aligns with established district priorities.

Project Prioritization Categories

Facilities committees and district leadership will sort projects into categories to help guide decision-making:

1. **Health & Safety**
   Life safety, ADA compliance, security systems, lighting, air quality, asbestos abatement.

2. **Legal/Compliance**
   State/federal mandates such as ADA compliance and accessibility, fire codes, etc.

3. **Educational Program Support**
   Core instructional spaces (classrooms, science labs, CTE facilities, etc).

4. **Operational Efficiency/Cost Savings**
   Roofs, plumbing, HVAC, energy efficiency upgrades—investments that reduce long-term costs.

5. **Athletics/Extracurricular Enhancements**
   While not mandated by compliance or safety laws, these projects—such as field upgrades, gym improvements, press boxes, or performing arts spaces—play a significant role in **school culture, student pride, and community engagement**. They are usually placed under program support rather than core compliance but can become higher priorities if aligned with student well-being and community expectations.

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