

## FACILITIES DEVELOPMENT

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File: FA

Any educational program is influenced greatly by the environment within which it functions. The development of a quality educational program and school facilities which help to implement it must go hand in hand.

The School Board's goal is to provide facilities of the kind and size that will best support and accommodate the division's educational program and the number of students enrolled.

The Charlottesville City School Board will constantly strive to provide new and remodeled facilities that will offer the best possible physical environment for learning and teaching.

The Board aims specifically toward:

1. New buildings and renovations that will accommodate and facilitate those new organizational and instructional patterns that support the Division's educational philosophy and instructional goals.
2. Meeting all safety requirements through the remodeling of older structures.
3. Providing such building renovations as needed to meet requirements on the availability of public school facilities to disabled persons.
4. Building design and construction that will lend themselves to low maintenance costs and the conservation of energy. These two factors will also be given special consideration in the renovation of buildings.
5. Decisions pertaining to educational specifications of new buildings and those undergoing extensive remodeling will be developed only after the viewpoints of teachers, students, and the community have been sought.

Adopted: April 3, 1998

Revised: February 21, 2008

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Legal References: Code of Virginia, 1950, as amended, sections 22.1-78, 22.1-79(3), 22.1-253.13:6 (B).

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Charlottesville City Public Schools

## FACILITIES DEVELOPMENT

### FACILITIES PLANNING

File: FB

The Charlottesville City School Board is responsible for the regular operation and orderly development of all school facilities. The Board will concern itself with both short and long-range planning.

The superintendent shall present to the School Board annually a five year Capital Improvement Program which will include recommendations and alterations regarding timing, location, costs and savings associated with:

1. New building requirements
2. Restoration and renewal of existing school facilities

Decisions pertaining to educational specifications for new buildings and renovations will be developed after there has been input from a broad-based committee representing the staff and community. The committee will present, through the superintendent, its recommendations for facilities utilization, development and closure.

Recommendations to the School Board will be supported by researched facts and figures that support the feasibility and need for construction and/or renovation.

The enrollment projections will be prepared on a 5 year basis by the superintendent and will be reviewed and brought up to date annually.

Adopted: April 3, 1998  
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Legal References: Code of Virginia, 1950, as amended, sections 22.1-78, 22.1-79(3),

# FACILITIES DEVELOPMENT

## PLAYGROUND EQUIPMENT

File: FE

When any playground equipment is installed on Charlottesville City School Board property, the Charlottesville City School Board assumes ownership of that equipment unless specifically stated otherwise by agreement. The maintenance of the playground equipment installed by a school or community group is the responsibility of the Parks and Recreation Department of the City of Charlottesville.

Once equipment is installed on Charlottesville City School Board property, the Park and Recreation Department has the responsibility to inspect the equipment on a regular basis and the authority to order its repair or removal from the school property. The principal may also restrict or deny the use of such equipment until such time as, in his/her sole opinion, it is restored to a safe condition.

Adopted: April 3, 1998  
Reviewed: February 21, 2008  
Revised: June 17, 2010

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Legal References: Code of Virginia, 1950, as amended,  
sections 22.1-78, 22.1-79(3), 22.1-  
293(B).

# FACILITIES DEVELOPMENT

## EDUCATIONAL FACILITIES SPECIFICATIONS

File: FEA

To ensure that all new and remodeled facilities are designed to best implement the educational program, the superintendent will provide for the development of detailed educational specifications to apply to the design and construction of new buildings. Educational specifications are detailed descriptions of:

1. All the activities that are expected to take place in the building;
2. The curriculum to be housed in the building;
3. Specific architectural characteristics desired; and
4. The facilities needed, their equipment requirements, and their relationship to other facility elements.

When educational specifications are prepared, an introductory section will also be included which will be devoted to a brief description of the community and the educational philosophy of the division. Consultants may be used in the development of educational specifications when deemed necessary by the superintendent and approved by the Board.

Adopted: April 3, 1998  
Reviewed: February 21, 2008  
Revised: June 17, 2010

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Legal References: Code of Virginia, 1950, as amended, sections 22.1-70, 22.1-79(3)  
22.1-138, 22.1-140,

Cross References	AF	Comprehensive Plan
	FA	Facilities Development
	FB	Facilities Planning
	FECBA	Energy-Conserving Construction
	FECBB	Accommodations for the Disabled
	FEG	Construction Planning

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## FACILITIES DEVELOPMENT

### ENERGY-EFFICIENT CONSTRUCTION

File: FECBA

Efficient use of energy in construction and operation of school division buildings is a high priority. To the extent permitted by the Public Procurement Act, a proposed project which contains the most energy-efficient plans within an acceptable budget will have priority. Energy efficiency will be considered in the architectural evaluation.

A continuous study of energy use will be maintained by the administration for future planning in new construction.

Adopted: April 3, 1998  
Reviewed: February 21, 2008  
Revised: June 17, 2010

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Legal References: Code of Virginia, 1950, as amended, sections 22.1-70, 22.1-78,

Cross References: DJF Purchasing Procedures  
FA Facilities Development  
FEA Educational Facilities Specifications

## FACILITIES DEVELOPMENT

File: FECBB

### ACCOMMODATIONS FOR THE DISABLED

Plans for new buildings and renovations or alterations of existing buildings will offer such design and accommodations as to make the newly constructed buildings and renovated or altered areas accessible to disabled persons as required by law.

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Legal References: 29 U.S.C. § 794

42 U.S.C. §§ 12182, 12183

Cross Reference: AC Nondiscrimination

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## FACILITIES DEVELOPMENT

File: FEG

### CONSTRUCTION PLANNING

No public school building or addition or alteration thereto, for either permanent or temporary use, shall be advertised for bid, contracted for, erected, or otherwise acquired until the plans and specifications therefor have been approved in writing by the division superintendent and are accompanied by a statement by an architect or professional engineer licensed by the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects that such plans and specifications are, in his professional opinion and belief, in compliance with the regulations of the Board of Education and the Uniform Statewide Building Code. The division superintendent's approval, architect's or engineer's statement, and a copy of the final plans and specifications shall be submitted to the Superintendent of Public Instruction.

The Charlottesville City School Board, before entering into any contract or obligation to expend any funds for school construction, shall notify the Superintendent of Public Instruction, who shall advise the School Board of the services which he can render in connection therewith.

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Legal References: Code of Virginia, 1950, as amended, sections 22.1-139;  
22.1-140.

Cross Reference: FEA Educational Facilities Specifications

## **FACILITIES DEVELOPMENT**

File: FF

### PUBLIC DEDICATION OF NEW FACILITIES

The School Board may have a public dedication ceremony following completion of major building projects.

Adopted: February 21, 2008

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Legal Reference. Code of Virginia, 1950, as amended, section 22.1-78.

Cross Reference: FFA School Names

# FACILITIES DEVELOPMENT

File: FG

## RETIREMENT OF FACILITIES

School division buildings may become unsuitable for their present use, but may be used to benefit the school division or public in other ways. In determining whether a facility is to be retired, the School Board may consider the following of factors, among others:

1. The adaptability of the building for continued use for its present purpose;
2. The suitability of the site of the building;
3. The maintenance and upkeep costs of the building costs; and,
4. The historic value of the building to the community.

The School Board shall invite the viewpoints of community residents and staff in making its decision to retire a school building.

If the School Board determines to close a facility, it will first consider other uses that the school division might make of the building prior to considering relinquishing possession of the building.

Adopted: February 21, 2008  
Revised: June 17, 2010

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Legal References:: Code of Virginia, 1950, as amended, sections 22.1-79, 22.1-129, 22.1-131, 22.1-135, 22.1-136.

Cross Reference: KG Community Use of School Facilities

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