

## **Maintenance**

The board of trustees is aware of the tremendous investment in school facilities. It therefore desires that a continuing program for the maintenance, including preventative maintenance, of all district buildings, including district housing, be established.

The district maintenance supervisor will be charged with the responsibility for the program. In this effort, he/she will be assisted by the maintenance staff at each site. The maintenance supervisor will bring to the board for their consideration, approval, and for the allocation of funds, issues of maintenance or repair not considered to be in the usual course of upkeep such as roofs, furnaces, and/or major purchases.

Personnel assigned to buildings, particularly principals and custodial staff, have a definite responsibility in reporting matters of maintenance which need attention.

The administration will maintain cleaning standards for the custodial and grounds staff of the district in accordance with their job description. Each building and/or grounds site in the district will receive periodic reviews and evaluations based on established standards. The superintendent will maintain procedures for such reviews.

On an annual basis, the maintenance supervisor will present the State of Idaho Division of Public Safety Inspection Report to the board regarding the conditions of the facilities in the district.

The maintenance supervisor, accompanied by one board member, will conduct an inspection of all district houses on an annual basis to determine what repairs need to be made and to plan for future maintenance.

**Legal source:**            Idaho Code 39-1613            “Safe public school facilities required”

**Adopted:**        July 15, 1996  
**Reviewed:**     December 14, 2004; March 17, 2005  
**Revised:**        April 7, 2005