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## **SECTION F: Facilities Development**

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FB	Facilities Planning
FE	Playground Equipment
FEA	Educational Facilities Specifications
FECBA	Energy Efficient Construction
FECBB	Accommodations for the Disabled
FEG	Construction Planning
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## FACILITIES PLANNING

The School Board provides for the erecting, furnishing, equipping, and maintenance of all school facilities.

The superintendent presents to the School Board annually, or as necessary to coordinate with the planning process of the appropriating body, a Capital Improvement Program which includes recommendations regarding timing, location, costs and savings associated with:

- new building requirements
- restoration and renewal of existing school facilities

The superintendent may make recommendations for new buildings and renovations after receiving input concerning facilities utilization, development and closure from the community. Recommendations are supported by data that supports the feasibility and need for construction and/or renovation.

Adopted: June 16, 2020

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-79.

Cross Ref.:	AF	Comprehensive Plan
	BCF	Advisory Committees to the School Board
	FEA	Educational Facilities Specifications
	FECBA	Energy Efficient Construction
	FEG	Construction Planning

## PLAYGROUND EQUIPMENT

When any playground equipment is installed on School Board property the Board assumes ownership of that equipment unless specifically stated otherwise by agreement. For this reason the maintenance of the playground equipment installed by a school or community group is the responsibility of the School Board.

Once equipment is installed on School Board property, the principal of the school 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 or her opinion, it is restored to safe a condition.

Consideration should be given to designing the outdoor learning environment to support classroom learning.

Adopted: December 09, 2014

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-79, 22.1-293.

Guidelines for School Facilities in Virginia's Public Schools (Virginia Department of Education, September 2013).

## EDUCATIONAL FACILITIES SPECIFICATIONS

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

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

When educational specifications are prepared, an introductory section is included containing 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 School Board.

The School Board consults with the local building official and the state or local fire marshal to develop a procurement plan to ensure that all security enhancements to public school buildings are in compliance with the Uniform Statewide Building Code and Statewide Fire Prevention Code.

Adopted: August 13, 2019

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Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-79, 22.1-138.

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

## ENERGY EFFICIENT CONSTRUCTION

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 shall have priority. Energy efficiency will be considered in the architectural evaluation.

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

Adopted: May 11, 2010

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

Cross Refs.:	DJF	Purchasing Procedures
	FA	Facilities Development
	FEA	Educational Facilities Specifications

## 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.

Adopted: May 11, 2010

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Legal Refs.: 29 U.S.C. § 794.

42 U.S.C. §§ 12182, 12183.

Cross Ref.: AC                      Nondiscrimination

## CONSTRUCTION PLANNING

No public school building or addition or alteration thereto, for either permanent or temporary use, is advertised for bid, contracted for, erected or otherwise acquired until the plans and specifications therefor

- have been approved in writing by the superintendent;
- 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 the professional opinion and belief of the architect or professional engineer, in compliance with the regulations of the Board of Education and the Uniform Statewide Building Code; and
- have been reviewed by an individual or entity with professional expertise in building security and crime prevention through building design.

The superintendent's approval, architect's or engineer's statement, all reviewers' comments, and a copy of the final plans and specifications are submitted to the Superintendent of Public Instruction.

Adopted: August 13, 2019

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-140.

Cross Ref: FEA                      Educational Facilities Specifications

## PUBLIC DEDICATION OF NEW FACILITIES

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

Adopted: December 09, 2014

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-78.

Cross Ref.: FFA            Naming School Facilities



## SCHOOL NAMES

It is the responsibility of the Surry County School Board to determine the name of schools and school facilities in the division. The Board will solicit and accept input from the public regarding the names of schools and school facilities but reserves the right to make the final decision regarding the name of any school or school facility. Suggestions regarding the name of a school or school facility must be in writing, must state the name of the person or group making the suggestion and must state the reasons supporting the suggestion. The School Board may create a committee to make recommendations to the Board on the naming of any school or school facility.

No school or school facility will be named for a living individual. Schools and school facilities may be named for individuals who have been deceased for at least 10 years.

The Board may rename a school or school facility upon a determination that it is appropriate to do so. The procedure for renaming a school or school facility will be the same as the procedure outlined above.

Adopted: July 14, 2015

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Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-78, 22.1-79.

Cross Ref.: BCE            School Board Committees  
              FF            Public Dedication of New Facilities

## NAMING OF SCHOOL PROPERTY

No school or school property will be named after a living individual. Schools and school properties may be named for individuals who have been deceased for at least 10 years according to the following guidelines:

1. **Nomination** – nominations regarding the naming of a school or school property must be in writing, must state the name of the individual or group making the suggestion, and must state the reasons supporting the nomination. In addition, a biography and a photograph of the nominee must be included in this packet of materials. The packet must be presented to the school board at least 30 days prior to the board meeting.
2. **Present Nomination to the School Board** – the individual or group who initiated the nomination must present the request to the school board at its next regular meeting.
3. **Review Committee Established** - the school board authorizes the superintendent to organize a Review Committee which must consist of the following stakeholders: the individual making the nomination (or a representative for the group making the nomination); one citizen from each voting district; the superintendent (or designee); principal of the affected school; and PTA president or representative from the affected school.
4. **Committee Recommendation** – the Review Committee makes a recommendation to the school board.
5. **Board Decision** – the school board makes a final decision on whether or not to allow the requested naming.

Any nominating individual or group that requests a school or school property be named after an individual will pay for all expenses related to such markers, plaques, portraits, or other designations as determined by the school board. For the sake of consistency of display, the superintendent must approve all markers, plaques, portraits, or other designations as approved by the school board before they are placed in the building.

All markers, plaques, portraits or other designations must be completed within 6 months of school board approval; if not, then the petitioning process will be terminated and all prior work will be voided.

Adopted: July 13, 2004

Revised: June 21, 2011

## 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. The superintendent reviews division schools and facilities on a continuing basis. The superintendent may recommend to the School Board that a particular school or school facility should be retired or its use changed. In determining whether a facility is to be retired, the School Board may consider the following 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
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: December 09, 2014

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-79, 22.1-129, 22.1-135, 22.1-136.

Cross Ref.: KG                      Community Use of School Facilities