

**CONCEPTS AND ROLES**

The Governing Board recognizes that one of its major responsibilities is to provide healthy, clean, safe and adequate facilities that enhance the instructional program. The Board shall endeavor to make the provision of adequate school facilities a priority in the district. Because the schools serve as a focal point for the community, the Board shall also strive to ensure that district facilities fit harmoniously and attractively into their neighborhoods and have flexibility of design to meet future educational and community needs. The Board shall work with students, staff, and the community when developing a facilities master plan.

The Board shall strive to have a school facilities master plan in place and regularly reviewed in light of the district's educational goals. In accordance with this plan, the Board shall:

1. Approve additions or major alterations to existing buildings
2. Determine what new buildings shall be built, when and where, and what equipment shall be purchased for them
3. Determine the method of financing that will be used
4. Select and purchase school sites for future expansion
5. Approve the selection of architects and structural engineers
6. Award contracts for design and construction
7. Name schools and individual buildings in collaboration with the community and in accordance with Board Policy 7111
8. Inform and advocate school facility needs to the community
9. Approve the design and construction plans by phase that includes site schematics, layouts, design, construction and occupancy. These records shall be maintained by the Facilities and Maintenance offices.
10. Approve the change of space type for construction modifications for all buildings
11. Approve all construction modifications over \$20,000 for all facilities
12. Monitor the school capacity and use of space at all buildings

The Superintendent or designee shall:

1. Annually assess the district's short- and long-term facility needs
2. With approval of the Governing Board, direct the preparation and updating of the facilities master plan

**CONCEPTS AND ROLES** (continued)

3. Ensures the preparation of bids and award of contracts following applicable public construction practices
4. With approval of the Governing Board, implement the district's building program in accordance with the master plan, Board policy, and state and local requirements, including collaboration with the architect and contractor on the construction of new facilities and modernization of existing facilities
5. Represent the district in official governmental interactions related to the building program
6. For bond projects, establish an independent Citizens' Bond Oversight Committee and supports its efforts
7. Inform the Board of all modifications, relocation, or alterations to buildings and facilities

**CONCEPTS AND ROLES** (continued)

**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

**State References**

5 CCR 14001	Minimum standards for school facilities
5 CCR 14010	Procedure for site acquisition
5 CCR 14030	Preliminary procedure, planning and approval of school facilities
5 CCR 14031-14032	Submissions to bureau of school facilities planning; approval
Ed. Code 17210-17224	General provisions (school sites)
Ed. Code 17260-17268	Plans and specifications for school facilities
Ed. Code 17280-17317	Approval of plans and supervision of construction
Ed. Code 17340-17343	Building of schoolhouses
Ed. Code 17350-17360	Factory-built school buildings
Ed. Code 17365-17374	Fitness of buildings for occupancy; liability of board members
Ed. Code 17400-17429	Leasing of school buildings

**Description****Cross References**

0440	District Technology Plan
1330.1	Joint Use Agreements
3311	Bids
3311.1	Uniform Public Construction Cost Accounting Procedures
3311.2	Lease-Leaseback Contracts
3311.3	Design-Build Contracts
3470	Debt Issuance And Management
7110	Facilities Master Plan
7111	Evaluating Existing Buildings
7131	Relations With Local Agencies
7140	Architectural And Engineering Services
7150	Site Selection And Development
7210	Facilities Financing
7310	Naming Of Facility
9000	Role Of The Board

**Description**

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EL RANCHO UNIFIED SCHOOL DISTRICT  
 Pico Rivera, California