

## BUILDING AND GROUNDS MAINTENANCE

Adequate maintenance of buildings, grounds and property is essential to efficient management of the District.

The Board directs a continuous program of inspection and maintenance of school buildings and equipment. Wherever possible, maintenance shall be preventive and will focus on providing an on-going healthy learning environment for both students and school personnel. Emphasis will be placed on the implementation of a District Indoor Air Quality (IAQ) Management Plan in order to minimize indoor air pollution.

The Superintendent shall appoint a District IAQ Coordinator who will develop and implement inspection, maintenance, repair, use, and disposal schedules as applicable for buildings, HVAC systems, new construction and renovations, chemicals and other materials.

Routine preventative maintenance means services that are performed on a regular schedule at intervals ranging from four (4) times a year to once every three (3) years, or on the schedule of services recommended by the manufacturer of the specific building system or equipment.

The Superintendent shall oversee the development and implementation of routine ~~facilities~~ preventative maintenance guidelines covering the District's:

- plumbing systems,
- electrical systems,
- heating, ventilation and air conditioning systems,
- special equipment and other systems, and
- roofing systems, including visual inspections performed by District personnel to search for signs of structural stress and weakness.

A roofing inspection is required to be:

- Accomplished prior to any repair or replacement of roof elements or roof mounted equipment performed in accordance with the requirements of the local building official requiring a permit.
- Conducted by a registered structural engineer or other professional with appropriate skills, training and certification.

*Note:* This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

District preventive facilities maintenance guidelines shall be submitted to the School Facilities Board for review and approval.

*Adopted:* date of Manual adoption

LEGAL REF.: A.R.S. 15-341  
15-342.01  
15-2002  
15-2031  
15-2032  
15-2131  
15-2132

CROSS REF.: EB - Environmental and Safety Program  
JLIF - Sex Offender Notification

*Note:* This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.