

Winston-Dillard School District 116

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The following symbol is used on some policies:

- \*\* As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005(4) and 125.300-125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of the factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred and foster parent as defined in OAR 581-015-2000.

# Winston-Dillard School District 116

Code: FB  
Adopted: 7/10/02  
Readopted: 4/20/11  
Orig. Code: FB



## Facilities Planning

The Board will ~~shall~~ gather and analyze appropriate data to evaluate the district's facilities needs on a ~~[long-range]~~ ~~[biennial]~~ basis. Such data will ~~shall~~ include, but not be limited to, enrollment projections, anticipated changes in the instructional program, analysis of community building plans, analysis of sites and evaluation of present facilities.

END OF POLICY

### Legal Reference(s):

ORS 195.110  
ORS 197.295 to -197.314

ORS 332.155

OAR 581-022-2345

Toxic Substances Control Act, 15 U.S.C. §§ 2601-2629 (2012); Asbestos Hazard Emergency Response Act of 1986, 15 U.S.C. §§ 2641-2656 (2012).

# Winston-Dillard School District 116

Code: FC  
Adopted: 7/10/02  
Readopted: 4/20/11  
Orig. Code: FC



## ~~Facilities Capitalization Program~~ Capital Construction Program

The Board may submit to voters, on ~~at~~ any election date specified in Oregon Revised Statutes, the question of contracting a bonded indebtedness to build ~~for the purpose of building or renovate school renovating~~ district buildings or to purchase ~~for purchasing~~ school sites. Before such a bond election, the specific needs for facilities ~~will~~ be communicated to the public. Careful ~~and careful~~ estimates ~~will~~ be made as to amounts required for the project ~~site purchase, construction and equipment.~~

All new construction or alterations to existing buildings will ensure to the maximum extent feasible that facilities are readily accessible and usable by individuals with disabilities.

Following approval by the voters, the bonds to be issued ~~will~~ be advertised appropriately. ~~The in newspapers and national financial journals, the date of issue will be~~ being coordinated with tax collection dates, payments on bonds already outstanding, and favorable market conditions. Disposition of the bonds ~~may~~ be accomplished by public sale on a competitive bid or negotiated basis, as determined by the Board. The Board reserves the right to reject any and all bids.

The Board ~~will~~ annually appropriate district funds in the bonded debt service fund for the purpose of paying interest and principal on outstanding bonds. If sufficient funds are not available in the debt service fund, the Board ~~will~~ authorize by resolution an interfund loan for the purpose of meeting debt service requirements.

The capital projects fund is the fund authorized by the approval of the bond issue. Initial receipts from the sale of bonds are deposited in, ~~this fund and actual expenditures for sites, buildings, and equipment are made from, this fund.~~ The Board ~~will~~ adopt an annual appropriation ~~budget~~ resolution authorizing payments from the fund of the amounts needed to meet contractual obligations due architects, contractors and other individuals or firms. The Board ~~will~~ receive periodic reports on expenditures made from this fund as compared with original appropriations for ~~the various projects included.~~

END OF POLICY

### Legal Reference(s):

ORS 195.110  
ORS 197.295 to -197.314  
ORS Chapter 255

ORS Chapter 294  
ORS 328.205  
ORS 328.542 to -328.565

ORS 332.155

Toxic Substances Control Act, 15 U.S.C. §§ 2601-2629 (2012); Asbestos Hazard Emergency Response Act of 1986, 15 U.S.C. §§ 2641-2656 (2012).  
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).  
Americans with Disabilities Act Amendments Act of 2008.



# Winston-Dillard School District 116

Code: FEA  
Adopted: 7/0/02  
Readopted: 4/20/11  
Orig. Code: FEA



## ~~Educational Specifications~~ Capital Improvement -- Educational Program

To ensure all new and remodeled facilities are designed to best implement the educational program, the superintendent will provide for detailed educational specifications prior to design and construction of new buildings or renovation of existing buildings. These specifications will include descriptions of:

1. All activities that will take place in the building;
2. The curriculum to be housed in the building;
3. Specific architectural characteristics desired;
4. The facilities needed, equipment requirements as provided by law, space relationships to other facility elements and ready accessibility and usability by persons with disabilities;
5. Pertinent budget and other governing factors.

The preparation of educational specifications serves a two-fold purpose:

1. To encourage staff and community input on the needs, desires and objectives of the educational program to be conducted within the proposed new building; and
2. To organize this information in a manner that can be easily and clearly interpreted by an architect.

The Board, superintendent, staff, student and citizen representatives and the architect should be involved in developing educational specifications. Consultants may be used when deemed necessary by the superintendent and the Board.

END OF POLICY

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### Legal Reference(s):

ORS 195.110  
ORS 197.295 to -197.314

ORS 332.107  
ORS 332.155

OAR 581-022-2345

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).  
Americans with Disabilities Act Amendments Act of 2008.



# Winston-Dillard School District 116

Code: FEF/FEFB  
Adopted: 4/20/11  
Orig. Code(s): FEF/FEFB

## Construction Contracts - Bidding and Awards

*Refer to policy DJC*

The Board will serve as its own Local Contract Review Board.

The Board will procure contracts for construction or renovation of facilities according to the provisions of state law and Oregon Administrative Rules. Prequalification of bidders may be required by the district.

Contractors shall be registered as required by Oregon law.

For every contract for which a bond is required, a bond with good and sufficient sureties will be required of the contractor. The purpose of the bond is to ensure:

1. The obligations of the contract are faithfully performed;
2. Payment is promptly made to all persons supplying labor or materials to the contractor or subcontractor for the work provided in the contract;
3. All contributions for workers' compensation and unemployment insurance are made promptly;
4. All sums required to be deducted and retained from the contractor's and subcontractor's employees' wages are paid.

END OF POLICY

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### Legal Reference(s):

ORS Chapters 279A, 279B and 279C

# Winston-Dillard School District 116

Code: FF  
Adopted: 7/10/10  
Readopted: 4/20/11  
Orig. Code: FF



## Naming New Facilities

A district facility [will] ~~Elementary schools shall~~ be named by location whenever possible. A district facility ~~Schools~~ may be named for ~~an~~ ~~after~~ individual ~~person~~ ~~persons~~ who ~~has~~ ~~have~~ been outstanding in educational endeavors or who has worked to improve ~~have furthered the cause for better~~ schools and educational programs in the community and/or in the state. Such a ~~person~~ ~~persons~~ must be retired from active participation in educational activities.

A name ~~Names~~ may be presented by petition, by chosen committees, or by other representative groups in the area. The Board has the final decision in ~~the~~ naming a district facility ~~of schools~~.

~~The Board should name any new facility at the earliest possible point in the building process.~~

END OF POLICY

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### Legal Reference(s):

ORS 332.107

# Winston-Dillard School District 116

Code: FFA  
Adopted: 7/10/02  
Readopted: 4/20/11  
Orig. Code: FFA



## Memorials

The Board will ~~shall~~ consider the acceptance of memorial scholarships in honor of a ~~person~~ ~~persons~~ who has ~~have~~ special significance to the students, the district or the community. A room or item may be named for the person in whose honor the scholarship fund is created. A memorial plaque may be appropriately dedicated whenever a room or item is designated as a memorial in conjunction with a scholarship fund.

Offers of a memorial scholarship will ~~scholarships shall~~ be submitted to the superintendent together with information concerning the purpose of the memorial and administration of the scholarship fund.

A principal may receive items for ~~their~~ ~~his or her~~ school as a memorial to a student or person having a special significance to the students of that school. An item ~~Items~~ received as a memorial becomes ~~memorials become~~ the property of the district. A principal ~~Principals~~ must have the superintendent's approval to accept any item that may require additional maintenance cost to the district. The superintendent may establish guidelines for the acceptance of such a memorial ~~memorials~~.

END OF POLICY

### Legal Reference(s):

ORS 332.107

ORS 332.385



# Winston-Dillard School District 116

Code: FJ  
Adopted: 7/0/02  
Readopted: 4/20/11  
Orig. Code: FJ



## Temporary District Facilities

The Board's goal is ~~Because rented facilities, relocatable units and other emergency school housing are almost invariably inadequate for public school purposes, it is the aim of the Board to have sufficient permanent facilities to meet the needs of district enrollment and the district's programs. Rented facilities, movable units and other emergency school housing may be inadequate for long-term public school purposes district program.~~

If circumstances require immediate space ~~which is not available in public school buildings, facilities will may be leased rented and/or moveable relocatable structures will be used as a temporary measure.~~

[The Board encourages the involvement of staff, parents and the community in the decision-making process, whenever possible. The superintendent will give due consideration to all such input in their recommendations to the Board. All final decisions regarding the use of temporary district facilities will be made by the Board.]

Any such facility must conform to all appropriate federal, state, and local building and land use codes, health and fire laws, environmental standards and provisions for accessibility and usability as required by the Americans with Disabilities Act.

END OF POLICY

### Legal Reference(s):

ORS 332.107  
ORS 332.155

OAR 437-001-0760

OAR 437-002-0020 to -0081  
OAR 437-002-0161  
OAR 437-002-0180 to -0182  
OAR 437-002-0368

OAR 437-002-0377  
OAR 437-002-0390  
OAR 437-002-0391

Toxic Substances Control Act, 15 U.S.C. §§ 2601-2629 (2012); Asbestos Hazard Emergency Response Act of 1986, 15 U.S.C. §§ 2641-2656 (2012).  
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2016); 28 C.F.R. Part 35 (2016).  
Americans with Disabilities Act Amendments Act of 2008.

# Winston-Dillard School District 116

Code: FL  
Adopted:



## Retirement of Facilities

### *Optional*

Certain school buildings may no longer be adequate for instructional purposes and should be used to benefit the district or public in other ways. In determining which facility is to be retired for regular school purposes, the Board's decision will be guided by a combination of these factors:

1. Educational flexibility: Which school building is least adaptable for housing a modern and flexible educational program?
2. Site: Which school site is least adequate for continued use as an educational center?
3. Cost: Which school building represents the highest cost in terms of upkeep, maintenance and renovation?

The Board may invite the viewpoints of community residents and staff in making its decision.

END OF POLICY

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### Legal Reference(s):

ORS 332.107  
ORS 332.155

OAR 437-001-0760  
OAR 437-002-0020 to -0075

OAR 581-022-2345

Toxic Substances Control Act, 15 U.S.C. §§ 2601-2629 (2012); Asbestos Hazard Emergency Response Act of 1986, 15 U.S.C. §§ 2641-2656 (2012).