

FACILITIES PLANNING

Background

Sound planning for the upgrading and/or modernization of schools, or for additions to existing schools and/or the construction of new schools is essential. In order to enhance the planning process, stakeholders are invited to participate. Well designed facilities contribute to optimum learning environments for students.

Procedures

1. The Superintendent will ensure demographic data collection and will report on enrolment projections annually to the Board.
2. The Director of Facilities, Transportation and Capital Projects will review all District facilities annually. This review will include:
 - 2.1 Enrollment and capacity statistics for each school.
 - 2.2 The Verified Facility Assessments (VFA) and Allocation of the Annual Facilities Grant (AFG).
3. In collaboration with principals, the Director of Facilities, Transportation and Capital Projects is responsible for the efficient use of facility space.
4. The Director of Facilities, Transportation and Capital Projects will recommend new school buildings and building additions for the District. Recommendations will be supported with the following data:
 - 4.1 The general area to be served and its estimated student population present and projected for three years.
 - 4.2 The type and number of facilities to be requested.
 - 4.3 Plans for school buildings.
 - 4.4 All school buildings will be constructed by contract or by a scheme of construction approved by the Minister of Education and Child Care (See Appendix A).
5. The Board will collaborate with municipal authorities to ensure that adequate and appropriate land is made available for school purposes.
6. The Secretary-Treasurer will identify priorities for facility requirements and will bring forward a draft Capital Plan to the Board for its consideration.

7. The District intends:
 - 7.1 To provide facilities that reflect the requirements of school programs subject to the constraints of:
 - 7.1.1 The District's longer-term financial position; and
 - 7.1.2 Student population and location.
 - 7.2 To maintain or upgrade existing facilities to established program and/or safety standards.
 - 7.3 To ensure that custodial standards are developed and applied.
 - 7.4 To ensure that its facilities are available to the public on a reasonable basis.
8. Following a Government announcement, a Design Committee will be established by the Director of Facilities.
 - 8.1 Meetings will be called by the Superintendent at appropriate times during the planning process and as often as necessary.
9. The Board will consult with municipal authorities during the planning process for any modernization or new construction.

Reference: Sections 20, 22, 23, 65, 85 School Act

Adopted: December 15, 2020

Revised: February 5, 2025