



# Anglophone East School District

A Better Future... Through Quality Education

POLICY NO. 1.4

## ANGLOPHONE EAST SCHOOL DISTRICT

POLICY TYPE: ENDS  
POLICY NO: 1.4- FACILITIES  
  
APPROVED: JUNE 8, 2005  
  
REVISED: JANUARY 17, 2007  
JUNE 15, 2010  
JANUARY 23, 2016  
JANUARY 21, 2020

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POLICY: THE DISTRICT EDUCATION COUNCIL SHALL MAINTAIN ITS PHYSICAL PLANT IN GOOD REPAIR AND ENSURE EFFICIENT UTILIZATION.

Accordingly:

By May 30<sup>th</sup>, the DEC will receive a Facilities Status Review of each school in Anglophone East School District. Information will include, but not limited to, functional capacity (space utilization), community usage, program availability, services offered, state of physical repair. Using this information, the DEC will make recommendation on issue of: school closure, boundary changes, major capital list, and capital list.

- 1.0 By April 1<sup>st</sup>, PSSC's will be informed of their current facility maintenance needs. This list is to be reviewed by the PSSC. The PSSC Chairperson and Principal will indicate, by signing off on the maintenance list, that they have seen it.
- 2.0 The District Education Council shall prepare a district multi-year school infrastructure plan for submission to the Minister. The plan will comprise 5 years. Annually by May 30<sup>th</sup>, the plan shall update the list of major capital projects (those projects costing above \$1,000,000). The capital improvement project priority list (those projects costing between \$10,000 and \$1,000,000), shall be provided no later than September 30<sup>th</sup>.
- 3.0 The major capital projects list shall be prepared with a vision to long range planning, working in conjunction with the municipalities and local service districts served by schools in Anglophone East School District.
- 4.0 The capital improvement projects list shall be prioritized for the District Education Council by the Superintendent, Director of Finance and Facilities

Manager based on three levels of priorities:

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- 4.1 Priority #1 – relates to occupant health and safety, facility shutdown and asset loss or deterioration.
  - 4.2 Priority #2 – essential work that may have major repercussions on and/or is detrimental to the functioning of the school and/or the occupant.
  - 4.3 Priority #3 – Important work that may have certain repercussions on and/or is detrimental to the functioning of the school and/or the comfort of the occupants but which does not represent any danger to health and/or safety.
- 5.0 The capital improvement projects list shall be reviewed by the DEC, the Principals and PSSC's. The PSSC Chairperson and Principal will indicate, by yearly signing off on the projects list, that they have seen it.
- 6.0 Council will use the following four guiding philosophies in preparation of the Major Capital and Capital Projects lists:
- Equal access to programs for all children
  - Equal access to facilities of high standard for all children
  - Safety and health will be a priority
  - Impact on budget (operational expense) will be considered

**MONITORING:**

**Method(s):** Report by the Superintendent

**Frequency:** Annually

**Month(s):** May

