

KEYSTONE OAKS SCHOOL DISTRICT

Policy Guide



Policy No. 704

Section PROPERTY

Title MAINTENANCE

Adopted AUGUST 21, 1989

Last Revised MAY 21, 2024

	POLICY NO. 704 MAINTENANCE	
Section 1	<u>Purpose</u> Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.	
Section 2	<u>Authority</u> The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.	SC 701, 742, 772
Section 3	<u>Delegation of Responsibility</u> The Superintendent or designee shall develop and supervise a maintenance program which shall include: <ol style="list-style-type: none">1. Regular program of maintenance, repair and improvement of buildings and facilities.2. Critical spare parts inventory,3. Equipment replacement program.4. Long-range plans for building modernization and conditioning. The Superintendent or designee shall develop a maintenance check list applicable to all district buildings.	

	<p>POLICY NO. 704 MAINTENANCE</p> <p>Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a periodic basis and return a written report to the Superintendent or designee as to the findings of that inspection.</p> <p>The Superintendent or designees shall report periodically to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.</p> <p>Previously Revised: March 19, 2001</p> <p>References:</p> <p>PA School Code – 24 P.S. Sec. 701, 742, 772</p>	
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