

Hampton Board of Education

CONSTRUCTION OF PHYSICAL FACILITIES

7000 SERIES

POLICY

FINAL
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Hampton Board of Education

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CONSTRUCTION OF PHYSICAL FACILITIES

NEW CONSTRUCTION PLANNING

The Superintendent shall develop and present a 5 year facilities master plan for the school district to the Board of Education for approval. The facilities master plan will reflect the needs of current instructional procedures and projected educational programming. The master plan will incorporate population projections, enrollment projections, site acquisition needs, school plan placement, and determination of financial needs for providing the necessary school facilities.

The facilities master plan shall be reviewed and revised annually or as circumstances dictate.

The facilities master plan shall include how the district will provide an appropriate learning environment for its students which includes;

1. adequate instructional books, supplies, materials, equipment, staffing, facilities and technology;
2. equitable allocation of resources among its schools, and;
3. a safe school setting.

Attention shall also be given to how facilities can be utilized to improve academic achievement and to reduce racial, ethnic and economic isolation or to preserve racial and ethnic imbalance.

Legal Reference: Connecticut General Statutes

10-4a Educational interests of state defined.

PA 97-290 An Act Enhancing Educational Choices and Opportunities.

10-220 Duties of Boards of Education

Tentative Approval: 10/07/99

Final Approval: 11/04/99

Hampton Board of Education

7113.1

CONSTRUCTION OF PHYSICAL FACILITIES

NEW CONSTRUCTION

RETIREMENT OF BUILDINGS

A building owned by the school district may be retired from use when the Board of Education determines that it is no longer useful to the district and/or is unsuited to the current needs or projected needs of the district. The master facilities plan for the district should be the base for considering the closing of a facility, and should require additional study of the possibility of remodeling the facility for other purposes or for changing purposes.

Tentative Approval: 10/07/99

Final Approval: 11/04/99

7115

CONSTRUCTION OF PHYSICAL FACILITIES

EDUCATIONAL SPECIFICATIONS

Developing Educational Specifications

It shall be the policy of the Hampton Board of Education to develop Educational Specifications which address all aspects of a planned facility that affect the educational program. Educational Specifications are the means by which the educator describes the educational activities, spaces and adjacencies of spaces which need to be incorporated in a new or renovated facility. They are written statements that serve as a vehicle of communication between the school system and the architect.

Development of Educational Specifications

The Superintendent of Schools will present the Educational Specifications to the Board of Education for adoption. The Board of Education, upon approval of Educational Specifications, shall present them to the executive branch of local government which shall use them as a strict guideline for developing plans and specifications for the construction project.

Content of Educational Specifications

At a minimum, Educational Specifications shall include the following:

- Project rationale;
- Master Plan for the district;
- Capacity and enrollment data;
- Programs to be housed;
- Support facilities;
- Community use;
- Systems to incorporate (HVAC, computers, clocks, etc.);
- Environment control;
- Handicap access;
- Site development;
- Priority category and rationale (for State Department of Education grant application);
- Other data –room sizes, adjacencies, acoustics, lighting levels,
Configuration of rooms, colors, windows, floor finish, furniture, and classroom equipment.

Tentative Approval: 10/07/99

Final Approval: 11/04/99

Hampton Board of Education

7211

CONSTRUCTION OF PHYSICAL FACILITIES

ARCHITECT SELECTION

The Board must continuously strive to provide new facilities and/or timely renovation that will provide the best educational environment for all students within fiscal constraints. To assist the Board in the accomplishment of this objective, an architect will be commissioned for every major building or renovation project initiated by the Board.

For small projects which are included in a single fiscal year budget, the architect will be commissioned by the Board of Education. For larger projects requiring bonding by the town, the building committee appointed will be responsible for the commissioning of an architect.

Tentative Approval: 10/07/99

Final Approval: 11/04/99

Hampton Board of Education

7540

CONSTRUCTION OF PHYSICAL FACILITIES

ASSEMBLING AND PRESERVING DOCUMENTS

Plans, specifications, warranties, and other documents which will be important in the operation of the facility shall become the property of the Board of Education upon completion of the project and shall be catalogued and permanently stored by the Superintendent or his/her designee.

Tentative Approval: 10/07/99

Final Approval: 11/04/99

Hampton Board of Education

7551

CONSTRUCTION IN PHYSICAL FACILITIES

NAMING OF FACILITY

It shall be the prerogative of the Board of Education to establish the need and appropriateness for naming any school unit, which includes all outdoor and indoor facilities of the school. Names used shall be of a person who has had a significant, positive impact on the school and/or community.

When the need has been determined, guidelines will be established by the Board of Education.

Tentative Approval: 10/07/99

Final Approval: 11/04/99