ALLENTOWN SCHOOL DISTRICT

SECTION: PROPERTY

TITLE: MAINTENANCE

ADOPTED: 10/22/98

REVISED:

704. MAINTENANCE

1. Purpose

Adequate maintenance of buildings, grounds and property is essential to efficient management of the district.

2. Authority
SC 701

The Department of Buildings and Grounds shall conduct a continuous program of inspections and maintenance of all district buildings and equipment. Wherever possible, maintenance shall be preventive.

3. Delegation of Responsibility

The Superintendent or designee may develop guidelines for the maintenance and repair of the physical plant. She/He shall advise the Board of the current status of maintenance and may recommend improvements.

Each school's Head Custodian shall periodically inspect all school facilities. The school's Head Custodian shall notify the Principal of all necessary repairs which cannot be completed through customary custodial or maintenance district services. The Principal shall consult the Director of Buildings and Grounds to plan major school maintenance projects which require significant budgetary allocation.

School Code
701