

## **FACILITIES DEVELOPMENT GOALS**

The School Committee believes that any educational program is influenced greatly by the environment in which it functions. The development of a quality educational program and school facilities that help to implement the program must go hand in hand.

Therefore, it is the Committee's goal to provide the facilities needed for the number of students in the school system, and to provide the kind of facilities that will best support and accommodate the educational program.

In planning facilities, the Committee recognizes that capital outlay funds are limited, and that priorities must be established to make the best use of the school building dollar. The Committee's first objective will be to develop a plan that eliminates overcrowding and minimizes the need for extended day programs and double sessions. Whenever possible, the cultural as well as educational needs of the community will be considered in planning facility expansions.

Architects retained by the Committee are expected to plan for simplicity of design; sound economics, including low long-range maintenance costs and efficiency in energy needs; low insurance rates; high educational use; and flexibility.

SOURCE: MASC

LEGAL REF.: 963 CMR 2.00

## **FACILITIES PLANNING**

The Superintendent of Schools will, on a continuous basis, inform the School Committee as to building requirements. The Superintendent may report the need for either new facilities or renovations of facilities, the School Committee may authorize studies pursuant to same. These studies should involve as many constituent community groups as possible. On the basis of the findings, the School Committee may seek authorization for either new school constructions, renovation of existing facilities, or other alternatives.

If the decision is reached to initiate new school construction, or major rehabilitation projects, the Mayor shall create a School Building Committee to oversee the project to its conclusion. The School Building Committee acts as the administrative authority for the project, subject to approval of various actions by the School Committee and/or City officials.

The School Building Committee has the following responsibilities:

1. To review thoroughly with the Superintendent and the School Committee the educational requirements in relation to school buildings.
2. To review previous studies and initiate needed studies with or without consultative assistance.
3. To employ the services of architects and cost estimators and such other professional assistance as it may deem necessary.

In managing any school construction project, the Superintendent should consult facets of the educational community and other interested parties and agencies for suggestions for possible inclusion in the educational specifications.

Revised 12.99

SOURCE: Haverhill

## **RETIREMENT OF FACILITIES**

When a school building becomes inadequate by virtue of age, condition, size of site, lack of need, other overriding limitations, and cannot reasonably and economically be brought up to the current educational standards, the building should be considered for a closing study. The superintendent will recommend to the School Committee which facilities appear to justify further analysis.

The School Committee may seek both professional advice and the advice of the community in making its recommendations as to the retirement of any school facility. This will permit the public, which originally acquired the property, to benefit from its recycling or retirement.

A closing study will include direct involvement by those neighborhoods considered in the study and will be concerned with all or some of the following factors:

1. Review of in depth demographic studies and grouping and consideration of alternatives.
2. Age and current physical condition of the facilities, its operating systems, and program facilities.
3. Adequacy of site, location, access, surrounding development, traffic patterns, and other environmental conditions.
4. Reassignment of children, including alternative plans according to Committee policy.
5. Transportation factors, including numbers of children bussed, time, distance, and safety.
6. Alternative uses of the building.
7. Cost/Savings
  - a. Personnel
  - b. Plant Operation
  - c. Transportation
  - d. Capital Investment
  - e. Alternative Use
8. Continuity of instructional and community programs.
9. Feelings and opinions of the neighborhood in which the school is located.

Revised 12.99

SOURCE: Haverhill

## **NAMING NEW FACILITIES**

Naming a school facility is an important matter that deserves thoughtful attention. Personal prejudice or favoritism, political pressure, or temporary popularity should not be an influence in choosing a name for a school, a portion of a school, or a portion of school grounds. Whenever possible, the wishes of the community, including parents and students, should be considered in naming school facilities.

The School Committee has the authority to approve the naming and renaming of buildings, structures, and facilities located on school property. The School Committee also has the authority to name subsections of existing structures or facilities, such as classrooms, auditoriums, and gymnasiums.

Names and/or wording associated with school facilities shall be consistent with school district policies and promote messages aligned with the mission, vision and goals of the school district. To the extent possible, names and/or wording should be designed not to restrict the use of a space or inhibit changing the function of the space should that become necessary in the future.

When the opportunity to name or dedicate a new school or school related property, structure or facility is forthcoming, an orderly procedure will be communicated at the next available School Committee meeting. The Committee's agendas should clearly reflect the intent to consider, review, and vote on naming opportunities.

Submission of a name for a school space may be made by any resident or by the Superintendent, in writing, and should be made to the School Committee Chair. If a name is being initiated at the local school level, the Principal must take reasonable steps to include the School Council and PTA/PTO in the nomination of the name before submission to the School Committee.

The written request should specify the intent of the requestor and the reasons why this particular name would fit the facility. It should offer appropriate background information on the person or organization after which the facility will be named. An offer of a financial contribution to the School District may accompany the naming request, but the School Committee is not obligated to accept or reject a name based upon financial considerations alone. Philanthropic contributions in support of the School District are encouraged by the School Committee. The School Committee may acknowledge generous donors by designating appropriate spaces within the School District's facilities consistent with the level of financial commitment.

Following the submission of a naming request, the School Committee Chair will specify a consideration period that allows for public comment, following which the Committee will deliberate and vote on the name.

SOURCE: MASC August 2016

## **MEMORIALS**

The School Committee recognizes that the death of a student, member of the staff, or prominent community member is deeply felt by the school community. As places designed primarily to support learning, school sites should not serve as the main venue for permanent memorials.

Permanent memorials within the schools shall be limited in form to perpetual awards or scholarships.

Any permanent memorials in existence before the adoption of this policy can only be removed by a vote of the School Committee.

SOURCE: MASC August 2016