

Oelrichs School District	SECTION F
Policy Manual	

FACILITIES DEVELOPMENT

- FB Facilities Planning
- FEB Selection of Architect
- FL Retirement of Facilities

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FACILITIES PLANNING

- I. New buildings and renovations to existing facilities shall be planned in accordance with the organizational structure and needs of the instructional programs. Teachers, students, parents and other citizens may be included in the planning process.
- II. Architects employed by the board are expected to plan for simplicity of design, sound economics, low long-range maintenance costs, and high educational utility and flexibility.

Legal References: SDCL §13-24

Adopted/Reviewed/Revised:

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SELECTION OF ARCHITECT

The Board will employ a licensed architect to design the plans of each proposed building, building addition, or extensive renovation. For remodeling or the building of new facilities, that are 5,000 square feet or less, the Board does not need to hire a qualified licensed architect.

In selecting architects, the following criteria will be considered:

1. Experience in school construction;
2. Evidence of relevant experience in special situations, such as facilities for the handicapped;
3. Creative design ability;
4. Technical knowledge to control the design so that the best results are obtained for the least amount of money;
5. Executive and business ability to oversee the proper performance of contracts;
6. Proven ability in all of the major phases of planning and construction: pre-design planning, schematic design, design development, bidding, construction;
7. Ability and temperament to work cooperatively with others;
8. Willingness to consult with staff on educational specifications;
9. Extent and experience of architectural staff in relation to the scope of the planned project.

The architect will be selected by the Board on the basis of the above criteria and will be employed under a contract, which meets the current standards of the American Institute of Architects.

The Board will approve procedures that it will use in the selection of architects and a statement of the architect's responsibilities.

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RETIREMENT OF FACILITIES

The Board will annually review space needs for the educational program. Consideration will be given to closing schools when declining enrollment results in detrimental effects on the district's educational program and/or results in adverse effects on the financial management of the district. The Board will keep the public informed of any consideration to close a school.

If the Board wishes to close a school, it may do so by resolution at a Board meeting on or before December 1.

The Board, also by resolution, may submit the question to a vote of the people. If persons other than the Board wish to have the question of closing a school submitted to a vote of the people they must file with the business manager, by January 15, a petition calling for an election. Such petition must be signed by at least 15 percent of the registered voters of the district at the last preceding general election.

The following criteria may be used to aid in making recommendations for the closing of schools:

1. Enrollment projections and classroom usage;
2. Future financial forecast;
3. Effect upon the educational program of the school and the district;
4. Effect upon the community;
5. Evaluation of present facilities, including:
 - A. educational adequacy,
 - B. operational costs,
 - C. modernization potential,
 - D. building capacity,
 - E. alternate use of building.

Legal References: SDCL §§13-23-1; 13-23-3

Adopted/Reviewed/Revised: