

# EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: PROPERTY

TITLE: MAINTENANCE

ADOPTED: August 19, 2002

REVISED: DRAFT May 20, 2019

704. MAINTENANCE	
1. Purpose	Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.
2. Authority SC 701	The Board directs that a continuous program of <u>preventative</u> inspection and maintenance of all school district buildings, property and equipment be established and implemented. <del>Wherever possible, maintenance shall be preventive.</del>
3. Delegation of Responsibility	<p>The Superintendent <del>or designee</del> shall develop <del>and supervise a such guidelines as may be necessary for the maintenance program which shall include: and repair of the physical plant.</del></p> <ol style="list-style-type: none"> <li><u>1. Regular program of maintenance, repair and improvement of buildings and facilities.</u></li> <li><u>2. Critical spare parts inventory.</u></li> <li><u>3. Equipment replacement program.</u></li> <li><u>4. Long-range plans for building modernization and conditioning.</u></li> <li><u>5. The Superintendent or designee shall develop a maintenance check list applicable to all district buildings.</u></li> </ol> <p><del>School administrators and the</del> <u>Each</u> school principal, in conjunction with the building <del>head- custodial and maintenance personnel, shall conduct a physical inspection of the building on a- of each school shall: periodic quarterly basis and return a written report to the Superintendent or designee Director of Facilities and to the Board as to the findings of that inspection. (See 704AR for inspection schedule.)</del></p> <ol style="list-style-type: none"> <li><del>1. Be responsible for the care and maintenance of the buildings and grounds.</del></li> <li><del>2. Direct the custodial staff of the school in maintaining an adequate program for sure care and maintenance.</del></li> </ol>

<p>School Code 704</p>	<p>The Superintendent <u>or designee</u> shall report <del>annually</del><u>periodically</u><del>monthly</del> to the Board regarding the current maintenance and improvement program <u>and projected maintenance needs that include cost analysis.</u></p> <p><u>References:</u> <u>24 P.S. 701, 742, 772</u></p> <p><u>25 PA Code 171.1 et seq.</u></p>
----------------------------	--

DRAFT