NORTHERN WESTMORELAND CAREER AND TECHNOLOGY CENTER

SECTION: PROPERTY

TITLE: MAINTENANCE

ADOPTED: October 20, 2011

REVISED:

	704. MAINTENANCE
1. Purpose	Adequate maintenance of the school building, property and equipment is essential to fiscal responsibility and efficient management of facilities.
2. Authority SC 701, 1850.1	The Joint Operating Committee directs that a continuous program of inspection and maintenance of the school building, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.
3. Delegation of Responsibility	The Administrative Director or designee shall develop and supervise a maintenance program which shall include: 1. Regular program of facilities repair and conditioning. 2. Equipment replacement program. 3. Long-range plans for building modernization and conditioning. The Administrative Director or designee shall develop guidelines necessary for maintenance, repair and improvement of physical facilities. The building administrator, in conjunction with the designated maintenance employee, shall conduct a physical inspection of the building on a periodic basis and return a written report to the Administrative Director or designee as to the findings of that inspection. The Administrative Director shall report annually to the Joint Operating Committee regarding the current maintenance and improvement program.
School Code 701, 1850.1	