

# Marion County Board of Education

Monitoring:

Descriptor Term:

Descriptor Code:

Issued Date:

**Review:  
Annually  
October**

## **Capital Assets and Facilities Planning**

**3.208**

**01/28/14**

Rescinds:

Issued:

The director of schools shall present an annual assessment of Capital Assets and Facility needs to the Board in February. The needs assessment shall include a review of each school site. Each principal shall prepare the assessment for his/her school with input from staff, parents and community leaders. The individual school needs assessment shall include the following information:

1. building, site and utility deficiencies
2. maintenance issues
3. number of classrooms with class sizes
4. population and enrollment projections
5. community needs
6. other information as directed

The system-wide needs assessment shall include the following information:

1. individual school assessments
2. system-wide population growth projections
3. industrial and business forecasts
4. other information as deemed necessary

### **ASBESTOS<sup>1</sup>**

The director of schools shall maintain an Asbestos Management Plan for all buildings leased, owned, or otherwise used as school buildings and maintain and update the plan to keep it current with ongoing operations and maintenance, periodic surveillance, inspection, re-inspection, and response action activities.

The director of schools shall:

- A. annually publish a notification on the Asbestos Management Plan availability and the status of asbestos activities;
- B. educate and train maintenance and custodial staff about asbestos and how to deal with it, in accordance with state and federal statutes;
- C. notify short-term or temporary workers on the locations of the building materials containing asbestos;
- D. post warning labels in routine maintenance areas where asbestos was previously identified or assumed;
- E. follow set plans and procedures designed to minimize the disturbance of building materials containing asbestos; and

F. survey the condition of these materials every six (6) months to assure that they remain in good condition. The director of schools shall designate an Asbestos Hazard Emergency Response Act (AHERA) Manager as the designated Asbestos Program Coordinator. All inquiries regarding the asbestos plan and asbestos related issues should be directed to the AHERA Manager.

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Legal References:

1. 40 C.F.R. § 763.91-93