The superintendent shall present an annual facility needs assessment to the Board in October. The needs assessment shall include a review of each school site. Each principal shall coordinate the needs assessment for his/her school with input from staff, parents and community leaders. Appropriate system-wide staff will be made available as needed.

The individual school needs assessment shall include the following information:

1. building deficiencies
2. site deficiencies
3. utility deficiencies
4. maintenance deficiencies
5. curriculum and educational concerns including projected changes
6. number of oversized classrooms as well as projected class sizes
7. student "spot maps"
8. population and enrollment projections
9. community needs
10. cost projections
11. other information as directed

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

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

ASBESTOS

The superintendent or his designee 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 superintendent or his designee 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 superintendent 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.

Legal References:
1. 40 C.F.R. § 763.91-93