



# **PORTAGE LA PRAIRIE SCHOOL DIVISION**

***“Dedicated to the Pursuit of Excellence”***

## **BOARD POLICY #16 Assets and Facilities**

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### **Assets**

The School Division shall operate in ways which protect and maintain its assets, and which will not unnecessarily expose the Division to risk.

The Superintendent is responsible for:

- adhering to all federal and/or provincially legislated requirements;
- ensuring adequate security of all School Division assets;
- protecting against theft, casualty and liability losses to the Board, staff, or the School Division itself through proper insurance;
- ensuring only authorized personnel have access to material amounts of funds;
- ensuring the School Division, the Board or its staff are not unknowingly exposed to claims of liability;
- maintaining a safe and efficient transportation system;
- acquiring, encumbering, or disposing of School Division property (land and any permanent fixtures on it) with the prior approval of the Board; and
- ensuring resources provided for use by School Division staff are used exclusively for division-related activities.

### **Facilities**

The School Division is responsible for providing safe, inviting, well-designed, and well-maintained school grounds and facilities across the Division and has a fiduciary responsibility to its citizens and taxpayers to protect their investments in educational infrastructure.

The Superintendent is responsible for the approval of the School Division’s facility management goals, action plans, and procedures.

The Board endorses facility maintenance to contribute to student success. The regular review and evaluation of facility life-cycles and appropriate expenditures for required and preventative maintenance extend the useful life of facilities and reduce more significant future taxpayer expenditures and investments.

Facility maintenance shall:

- strive towards accessible, healthy and safe environments for students, staff, and public;
- utilize multi-year planning for maintenance and capital improvements to efficiently manage available resources;
- utilize preventative maintenance practices to maximize the life of buildings and building systems; and
- support facility design and construction practices that incorporate sustainable environmental goals and enhance student learning.