

## SECTION F

## FACILITIES DEVELOPMENT

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## **SECTION F FACILITIES DEVELOPMENT**

### **1. Capital Improvements:** (Voted 11/29/12, #12-71)

Consistent with the PSB core value of educational equity, the School Committee is committed to building, renovating, and maintaining school facilities that are clean, safe, and adequately sized for the number of classes in the building, and that provide all students, regardless of the particular school they attend, a physical plant that supports the full range of programs and educational opportunities offered by a Brookline education.

#### **F 1 a. Adequacy Standards for School Facilities:** (Voted 11/29/12, #12-71)

In order to assess and prioritize capital improvements, the Superintendent, in consultation with the School Committee, shall develop and maintain adequate capacity guidelines for the core common spaces and shared special instruction rooms in all buildings involved in the instruction of students, e.g., elementary and high school buildings. Guidelines may also cover other core fixed infrastructure, such as that for technology or safety/health.

The Superintendent shall also develop and bring to the School Committee for annual review and inclusion in the CIP a plan to achieve these adequacy standards at all schools with the use of available public funds.

Core common spaces and shared special instruction spaces covered by this policy may include, but are not limited to:

- Art Rooms
- Cafeterias
- Gymnasiums
- Libraries/Media Centers
- Music Rooms
- Performing Arts Spaces (e.g. Auditoriums, Multi-purpose rooms, or recreational space designated as school gathering & performance space)
- Science Labs

Guidelines developed under this policy shall meet or exceed capacity standards where they have been established by applicable law or regulation.

#### **F 1 b. Development & Oversight of Capital Projects:** (Voted 11/29/12, #12-71)

(Brookline By-laws, pg. 11)

Procedures for development and oversight of Capital Projects can be found in Article XV-A of the Town of Brookline General By-Laws. Nothing in this policy shall be read as replacing or superseding these by-laws. All school building projects will comply with federal and state law, as well as these by-laws.

The School Committee, in consultation with the Superintendent, Town Administrator, and Board of Selectmen, shall make every effort to secure state reimbursement for major capital projects, including but not limited to new buildings, school renovations and/or replacements.

In the case of priority capital projects (where priority is expressed through placement of the project in the CIP, the budget, and/or the Strategic Plan of the PSB), the School Committee may, in consultation with the Superintendent, approve the use of non-tax dollars to accomplish or enhance the project. The use of non-tax dollars for this purpose shall be subject to the guidelines and restrictions established by the BSC policies contained in Section D: Fiscal Management.

**2. Naming Spaces:** (Voted 9/24/98, #98-93; 11/29/12, #12-71)

The School Committee may desire to dedicate a space or to place a plaque in a school building to recognize:

1. a national (public) figure who represents a core value of the system;
2. an individual who has demonstrated lengthy and/or exemplary service to the students of Brookline, provided the named honoree has not served in the PSB for a minimum of two years prior to his/her nomination to be honored with the naming of a space.
3. an individual or group that has donated significant funds in order to recognize, memorialize, or honor that individual or group;
4. a person or person(s) who have made exceptional grants or gifts to the Public Schools of Brookline.

Recommendations/requests for such recognition may come from the BSC or from members of the public or school community.

a. For recommendations from a member, members, or group of a specific school community, the principal/headmaster of the school shall first seek the approval of the Superintendent, who will present recommendations for such recognition to the School Committee. Proposals for such recognition should include, but are not limited to the following information:

- how/whether the purpose of the recognition reflects the core values of the system;
- how/whether the recognition is in appropriate proportion to past awards and recognitions; and
- how/whether the proposed recognition is proportionate to the honoree's contribution to the PSB.

In order to avoid confusion of such recognitions with advertising or other commercial purpose, the School Committee will not ordinarily consider naming or dedication of public school real property to a corporation or corporate entity.

Selection and placement of any long-lasting object (e.g. a plaque, tree, bench, or monument) is subject to BSC Policy, Section D7(iii): Grants and Gifts from Private Sources, and may be subject to local by-laws and/or approval by relevant Town boards, agencies, and staff.

The Superintendent shall develop and maintain guidelines for school leaders to facilitate compliance with this policy.

**F 2 a. Building Plaques:** (Voted 12/6/76, #76-415; 11/29/12, #12-71)

The Brookline School Committee approves the format of the plaque appearing below for all future school dedications following renovation or new construction. The membership of the various town bodies listed on the plaque shall ordinarily be the membership at the time the Town Meeting vote of funds took place, as well as those in office during construction, up to and including the date of project completion. Names shall be listed alphabetically without any name being designated as chair.

**Example:**

NAME OF SCHOOL

School Committee Members

Superintendent of Schools

Principal

Board of Selectmen Members

Building Commission Members

Building Commissioner

Funds voted by the Town Meeting on (*date of vote*)

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Architects

Construction Co.

Dedication Date

**F 2 b. Space/Room Plaques:**

(Voted 11/22/83, #83-496; 5/7/84, #84-175; 11/21/85, #85-485; 11/29/12, #12-71)

Plaques naming a space or room in a school facility for an individual or group shall conform, in general, to the following examples:

ROBERTS &amp; DUBBS AUDITORIUM

IN HONOR OF

DR. ARTHUR W. ROBERTS

CHAIRMAN, CLASSICS DEPARTMENT BROOKLINE HIGH SCHOOL

1900-1926

HARRY AND MARION DUBBS

PATRONS OF MUSIC AND FOUNDERS OF THE BROOKLINE YOUTH CONCERTS

1950

"WHERE THE WORD ENDS, MUSIC BEGINS" Heinrich Heine

DEDICATED TO THEIR DISTINGUISHED SPIRIT AND SERVICE TO YOUTH

December, 1985

SCHLUNTZ GYMNASIUM

in honor of

H. EDWARD SCHLUNTZ

dedicated to the teaching and coaching of young people

in Brookline

Teacher: 1953 to Present

Assistant Football Coach: 1953-1961

Football Coach: 1961-1983

Athletic Director: 1970-Present

"We serve youth that youth may learn to serve."

May, 1984

**3. Material Resource Management:** (Voted 2/28/94, #84-69)

In order to ensure maximum availability of supplies and materials secured through available funding, the School Committee directs staff to establish procedures for maintenance and control of materials, warehousing, non-instructional material inventory, and use of school-owned materials.

**F 3 a. Maintenance and Control of Materials:** (Voted 2/28/84, #84-69; 11/29/12, #12-71)

Maintenance, cleaning, and upkeep of school facilities, and control of educational materials and furniture is the responsibility of the Principal/Headmaster in each building, working with the Superintendent's office and custodial staff.

**F 3 b. Use of School Owned Materials:** (Voted 1/13/77, #77-15; 1/9/78, #78-22; 2/28/84, #84-69; 9/24/98, #98-88; 11/29/12, #12-71)

The Superintendent will ensure that equipment and materials purchased with Brookline public funds will be used only for the Public Schools of Brookline.