

CAMDEN'S PROMISE CHARTER SCHOOL
Camden, New Jersey

Policy Manual

TABLE OF CONTENTS

7000 Construction, Remodeling and Renovation

7110 Long-range Facilities Planning

7115 Developing Educational Specifications



Policy

LONG-RANGE FACILITIES PLANNING

To ensure that school facilities will be able to meet the future needs of the educational program, the Camden's Promise Charter School Board of Trustees directs the chief school administrator or his or her designee to develop procedures as necessary for collecting relevant information, including but not limited to:

- A. The changing educational needs of the school;
- B. Relations with the total community;
- C. Plant and site aesthetics;
- D. Changing makeup of school population as to age distribution, educational levels, etc.;
- E. Community planning and zoning;
- F. Financial ability of the school;
- G. Safety and welfare of students;
- H. True economy reflecting full value for each tax dollar expended;
- I. Optimum access for disabled students;
- J. Relationship between projected new facilities and those already in existence.

Planning for major rehabilitation and remodeling will be incorporated into the school plan on a scheduled basis.

Substandard Facilities

All existing school facilities will be evaluated annually for their suitability to current school needs. Any facilities found to be substandard according to the administrative code shall be corrected as quickly as possible in compliance with law.

NJSBA Review/Update: May 2017
Adopted:

Key Words

Long-Range Facilities Planning, Planning, Facilities

Legal References: <u>N.J.S.A.</u> 18A:7F-7	Undesignated fund balance; use, limits
<u>N.J.S.A.</u> 18A:7F-63	Inclusion of facilities projects in SDA district budget
<u>N.J.S.A.</u> 18A:7G-1	
through -48 <u>et al.</u>	<u>Educational Facilities Construction and Financing Act</u>
<u>N.J.S.A.</u> 18A:11-2	Power to sue and be sued; report; census of school children
<u>N.J.S.A.</u> 18A:33-1	District to furnish suitable facilities; adoption of courses

LONG-RANGE FACILITIES PLANNING (continued)

<u>N.J.S.A.</u> 18A:33-1.1	of study
<u>N.J.A.C.</u> 5:23-1.1 <u>et seq.</u>	Substandard facility; approval; inspection; abandonment Uniform Construction Code
<u>See particularly:</u>	
<u>N.J.A.C.</u> 5:23-1.1, -3.1, -3.11 B	
<u>N.J.A.C.</u> 6A:23A-8.1 <u>et seq.</u>	Budget submission, support documentation, website publication
<u>N.J.A.C.</u> 6A:25-1.1 <u>et seq.</u>	Qualified Zone Academy Bond Program
<u>N.J.A.C.</u> 6A:26-1.1 <u>et seq.</u>	Educational Facilities
<u>See particularly:</u>	
<u>N.J.A.C.</u> 6A:26-2.1 <u>et seq.</u> -6.1 <u>et seq.</u> , -10.1 <u>et seq.</u> -12.1 <u>et seq.</u>	
<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the performance of school districts
<u>See particularly</u>	
<u>N.J.A.C.</u> 6A:30-2.1 <u>et seq.</u>	NJQSAC components of school district effectiveness and indicators
<u>N.J.A.C.</u> 6A:32-8.1 <u>et seq.</u>	Attendance and student accounting

International Building Code 2015, New Jersey Edition; Frist Printing: September 2015;
ISBN: 978-1-60983-156-1; Copyright 2015, International Code Council, Inc.

Possible

<u>Cross References:</u> *2240	Research, evaluation and planning
*2255	Action planning for NJQSAC
*3100	Budget planning, preparation and adoption
*3220/3230	State funds; federal funds
*3260/3270	Sale and disposal of books, equipment and supplies; sale, licensing and rental of property
3360	Rental/long-term leasing
7114.2	Temporary facilities
*7115	Developing educational specifications

*Indicates policy is included in the Critical Policy Reference Manual.

Policy

DEVELOPING EDUCATIONAL SPECIFICATIONS

Educational needs should determine the plan and design of the school. Therefore, the chief school administrator shall develop comprehensive educational specifications for any projected facilities--whether built or altered, owned or leased, temporary or permanent--for consideration by the board.

In developing the specifications, the chief school administrator shall draw on recommendations of parents, professionals and support staff, students, and other appropriate sources. The factors on which the specifications are based shall include but not be limited to:

- A. The plan of school organization and estimated size and type of enrollment in the proposed facility;
- B. Provisions for the disabled;
- C. Space requirements for all functions, including an indication of relative locations of various spaces;
- D. Desired layout of special areas and the equipment needed for such areas;
- E. Mechanical features and special finishes desired;
- F. Standard codes and regulations (school, community, county, and state) affecting planning;
- G. Other requirements under existing law and regulation;
- H. Pertinent budget and related factors.

The board needs the specifications to:

- A. Clarify and consolidate the thinking of the administration, the board, and the community on the needs, desires, and objectives of the educational program to be conducted within the proposed new facility;
- B. Organize this important information in a manner that can be easily and clearly interpreted by the architect.

NJSBA Review/Update: May 2017
Adopted:

Key Words

Educational Specifications, Planning

Legal References: N.J.S.A. 18A:7G-1 through -48 et al.
N.J.S.A. 18A:18A-16
N.J.S.A. 18A:18A-16.1
N.J.S.A. 18A:18A-17
N.J.S.A. 18A:33-1

Educational Facilities Construction and Financing Act

Preparation and approval of plans and specifications for public schoolhouses
Regulations; construction standards for school buildings
Facilities for handicapped persons
District to furnish suitable facilities; adoption of courses of study

DEVELOPMENT OF EDUCATIONAL SPECIFICATIONS (continued)

<u>N.J.S.A.</u> 18A:46-13	Types of facilities and programs
<u>N.J.S.A.</u> 18A:46-14	Enumeration of facilities and programs
<u>N.J.S.A.</u> 18A:46-15	Facilities and programs; approval by commissioner; special classes for handicapped children; review; improvement
<u>N.J.A.C.</u> 5:23-1 <u>et seq.</u>	The uniform construction code
<u>N.J.A.C.</u> 6A:26-1.1 <u>et seq.</u>	Educational Facilities
<u>See particularly:</u>	
<u>N.J.A.C.</u> 6A:26-5.1 <u>et seq.</u> , -6.1 <u>et seq.</u>	

29 U.S.C.A. 794 et seq. - Section 504 of the Rehabilitation Act of 1973

42 U.S.C.A. 12101 et seq. - Americans with Disabilities Act (ADA)

International Building Code 2015, New Jersey Edition; Frist Printing: September 2015; ISBN: 978-1-60983-156-1; Copyright 2015, International Code Council, Inc.

Possible

Cross References: *2240 Research, evaluation and planning
*7110 Long-range facilities planning

*Indicates policy is included in the Critical Policy Reference Manual.