

## F-2 FACILITIES PLANNING

The superintendent is responsible for initiating the various steps in the building program, for coordinating the efforts of many persons and agencies participating in the program, and for advising the Board by his or her recommendations at each major step. At the same time the Board of School Trustees maintains complete control of the entire program through approval or disapproval at every critical point and by deciding when to authorize the superintendent or architect to proceed with the next steps. More specifically, the Board exercises its power of control by:

1. Authorizing the study of the educational program and adopting educational policies resulting there from.
2. Authorizing the educational survey and adopting a building program on the basis of the results thereof.
3. Inaugurating steps to have site criteria established and sites selected and purchased; authorizing the purchase of approved site.
4. Authorizing the superintendent and his or her staff to prepare educational specifications for each building, and approving the completed documents.
5. Commissioning the architect, educational consultant, legal adviser, and/or other specialists involved in the building program.
6. Authorizing the preparation of architectural plans and specifications and approving them upon completion.
7. Deciding when to proceed with construction, awarding of construction contracts, and accepting the completed building.
8. Authorizing the expenditure of the necessary funds.

SOURCE: Plainfield Community School Corporation  
Plainfield, IN  
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