

# Collierville Schools Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Building and Grounds Management</b>	Descriptor Code: <b>3.200</b>	Issued Date: <b>05/13/14</b>
		Rescinds:	Issued:

1 The director of schools shall develop and implement a program of maintenance of all district-owned  
2 buildings and grounds which shall provide for the following:

- 3 1. Adequate custodial programs for all schools;
- 4 2. Improvement and maintenance of school buildings and grounds;
- 5 3. Repairs, including repairs of equipment, and painting; and
- 6 4. Determination of obsolete/surplus equipment.

7 The following are responsibilities of building principals:

- 8 1. Overseeing the operation of the school and requiring that the personnel assigned to the building  
9 keep it in a clean, healthy, and pleasant condition;
- 10 2. Inspecting the premises of the school to prevent, identify, or remedy hazardous conditions
- 11 3. Requesting, in a timely manner, appropriate maintenance and repairs through the appropriate  
12 channels.