

Shelby County Board of Education

7004

Issued Date: 08/26/10

Revised: 12/03/19

SCHOOL GROUNDS Construction, Alteration, Modification

I. PURPOSE

To ensure appropriate actions are taken prior to the initiation of any construction, alteration, or modification to school grounds.

II. SCOPE

This policy applies to any construction, alteration, or modification to school grounds.

III. POLICY STATEMENT

Any construction, alteration, or modification (hereafter referred to as enhancement project) to school grounds shall require written approval by the Superintendent or his/her designee prior to beginning work. Such enhancement projects include, but are not limited to painting, wall murals, mounted structures, outdoor classrooms, walkways, playgrounds, tracks, storage buildings, memorials, and signage.

Required Project Plans

A plan providing details of the specific enhancement project including funding must be submitted to the Superintendent or his/her designee for consideration. Process requirements for obtaining written approval may be developed by the Superintendent.

Permanent Structures

Permanent structures placed on school grounds must (1) promote the educational and physical experiences of students and community; and (2) meet applicable codes and Board standards.

The naming of structures shall comply with Naming District Real Estate Policy #1007.

Structures on school grounds shall become the sole possession of Shelby County Schools.

IV. RESPONSIBILITY

- A. The school principal is responsible for adhering to the guidelines of this policy.
- B. The Facilities Planning Office is responsible for administering this policy, including answering questions related to requirements for project approval.
- C. The Superintendent is responsible for ensuring this policy is followed.

Legal Reference:

- 1. T.C.A. § 49-6-2006

Cross Reference:

- 1. 1007 Naming District Real Estate

Issued Date: 12/02/19**Process Requirements for Obtaining Written Approval**

1. A group or school designee must submit the required project plan to the principal of the school.
2. The principal shall submit the plan to the Director of Facilities Planning.
3. Facilities Planning in collaboration with Facilities Maintenance will review the plan. Any required changes will be communicated to the principal. Further documentation may be requested.
4. The Director of Facilities Planning will notify the principal that work may begin once plans have been approved and secured funding has been confirmed. Prior approval of the Chief of Operations shall be required.