

# Facilities Committee

**Membership:** The facilities committee shall consist of one board member, plant/facilities manager and a minimum of three at-large members that can provide direction related to the operation and maintenance of the school grounds and facility.

**Purpose:** The purpose of the facilities committee is to:

- Review and monitor the ongoing maintenance of the school and grounds.
- Provide a mechanism to report to the Board of Directors on the status of the physical plant and grounds.
- Insure that the school is providing a safe and well maintained facility and grounds for its students, staff and the general public.

**Structure:** The facilities committee is accountable and reports to the Board of Directors. The committee meets the second Monday of each month starting in October and ending in May. Special meetings may be called in the event of a specific item needed for discussion.

**Function:** The functions of the committee are to:

- Recommend course of action for ongoing repairs and maintenance of the facility.
- Prepare regular reports to the Board of Directors.
- Review, evaluate and recommend to the board needed improvements.
- Review and monitor the five-year facilities maintenance plan.
- Establish yearly facility budget.
- Establish yearly special needs when applicable.
- Research continued energy efficiency ideas and methods to provide the lowest operating cost for the physical plant and grounds.