

# SCHOOL DISTRICT NO. 48 (SEA TO SKY)

## REGULATION SERIES 900 - BUILDINGS & SITES

<b>R 901</b>	<b>SITE ACQUISITION &amp; FACILITY CONSTRUCTION</b>
<b>R 901.1</b>	<b>Pre-Planning for District Facilities</b>

This Regulation provides Board direction on pre-planning district facilities.

### 1. Long Term Planning - Five Year Plan

A Five Year Plan shall include a detailed analysis of enrolment trends, site acquisition and development plans and proposed construction projects to meet district needs within Board policy and Ministry regulations. The Five Year Plan will be reviewed annually by the Board.

### 2. Planning Process for a Specific Facility

Recognizing that there should be input from a number of areas when a school construction project is in the planning stages, the Board has adopted the following planning process for school construction projects:

2.1 An Education Plan for secondary schools will be developed by the Superintendent of Schools in consultation with administrative officer(s) and teacher representative(s). This plan shall be presented to the Board for approval.

2.2 When considering construction plans for an individual school, a sub-committee of the Board shall be formed and known as the Planning and Advisory Committee. This sub-committee shall make recommendations to the Board regarding school design and arrange for consultation with the school staff and community.

2.3 Membership on the Planning and Advisory Committee may include:

2.3.1 Two zone trustees

2.3.2 School Principal (not necessarily from school being designed)

2.3.3 Staff representative (1) (not necessarily from school being designed),

and the Board recommends the following representation be included on the committee;

2.3.4 Parent representatives (2)

2.3.5 Community representatives

2.3.6 Local government representative

2.3.7 Membership of the Planning and Advisory Committee should include a parent representative from Feeder school PAC's.

## Facilities (cont'd.)

- 2.4 A chairperson for each Planning and Advisory Committee must be a school trustee. The trustee should be elected to the chair.
- 2.5 The Planning and Advisory Committee's work shall end at the commencement of the Value Analysis.

Adopted: September, 1991  
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May, 1993

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July, 1993

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November, 1993

December, 1997