

## SECTION F – FACILITIES PLANNING AND DEVELOPMENT

Section F contains policies, regulations and exhibits on facility planning, financing, construction and renovation. It also includes the topics of temporary facilities, school closings, bond campaigns and naming facilities.

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## Facilities Funding

The Board of Education may submit to the registered qualified electors of the school district, at any regular school election or at a special election called for the purpose, the question of contracting a bonded indebtedness for any of the following purposes:

1. Acquiring or purchasing buildings or grounds.
2. Enlarging, improving, remodeling, repairing or making additions to any school building.
3. Constructing or erecting school buildings.
4. Equipping or furnishing any school building, but only in conjunction with a construction project for a new building or for an addition to an existing building or in conjunction with a project for substantial remodeling, improvement or repair of an existing building.
5. Improving school grounds.
6. Funding floating indebtedness.

Before such a bond election, the specific needs for facilities shall be made clear to the general public, and careful estimates will be made as to the amounts required for the sites, buildings and equipment.

Following approval by the voters, the bonds to be issued will be advertised in newspapers and national financial journals, the date of issue being coordinated with tax collection dates, payments on bonds already outstanding and favorable market conditions. Disposition of the bonds then shall be accomplished by public sale on the basis of sealed bids. The Board reserves the right to reject any and all bids.

The bond and interest fund of the district comes directly and solely out of the levy of taxes initiated by the successful bond election. In anticipation of interest and principal payments, the Board will adopt annual resolutions authorizing the withdrawal from the bond and interest fund of the amounts needed to meet the payments due and the deposit of such moneys with the depository for honoring the bonds and interest coupons presented for payment.

The building fund is the fund authorized by the approval of the bond issue. The initial receipts from the sale of bonds are deposited in this fund, and actual expenditures for sites, buildings and equipment are made from it. The Board of Education will adopt an annual budget resolution authorizing the withdrawal from the fund of the amounts needed to meet the payments due architects, contractors and other individuals or firms. The Board shall receive periodic reports on the expenditures made from this fund as compared with the original appropriations for the various projects included.

Plateau Valley School District 50, Collbran, Colorado

Adopted: Date of manual adoption  
Amended: December 15, 1998  
Revised: July 18, 2001

LEGAL REFS.: C.R.S. 22-41-110  
C.R.S. 22-41.5-101 *et seq.*  
C.R.S. 22-42-101 *et seq.*  
C.R.S. 22-45-103(1)(b)(d)  
C.R.S. 29-14-101 *et seq.*

CROSS REF.: FDA, Bond Campaigns

*NOTE 1: The last citation above refers to that section of the law which allows a school district to issue bond anticipation notes as an interim debenture before the Board approves the sale and issuance of any bonds authorized by a bond election.*

*NOTE 2: C.R.S. 22-43.5-101 et seq. authorizes the Board of Education to create a capital improvement zone (CIZ) to contract bonded indebtedness if the district has had an unsuccessful bond election in the last two years and certain other conditions are met. The statute sets out procedures which must be followed prior to submitting the question of contracting bonded indebtedness to the electors in the CIZ.*

*NOTE 3: In addition to the purpose of acquiring, maintaining or constructing schools, moneys in the special building fund can be used to purchase and install building security technology or instructional and informational technology, including expenditures for software and staff training related to the new technology. A vote by eligible elections approving a levy of up to 10 mills for up to three years is required.*

## Bond Campaigns

Any special election to authorize bonded indebtedness shall be held on the first Tuesday in November in odd-numbered years in conjunction with the regular biennial school election or on general election day in even-numbered years.

If other jurisdictions that have overlapping boundaries or the same electors as the school district are conducting an election on the same day, the county clerk and recorder shall conduct the election as a coordinated election to allow voters to vote on all ballot issues at one polling place. The decision whether the election will be conducted as a polling place election or by mail ballot is one which shall be made by the county clerk.

The election shall be conducted pursuant to an intergovernmental agreement between the district and the county clerk and recorder. The agreement shall allocate responsibilities between the county clerk and the district for the preparation and conduct of the election and shall be signed no less than 60 days prior to the election. The Board shall designate a school election official to whom some election responsibilities may be delegated pursuant to the agreement.

As an alternative, the district may have the option of conducting the election by mail ballot in accordance with rules promulgated by the secretary of state when the county clerk is conducting a polling place election. This decision should be made after consultation with the county clerk.

Expenditures of any school district funds or in kind services to otherwise inform voters about election issues in the bond election must be specifically authorized by the Board. The district may dispense a factual summary which includes arguments both for and against the proposal without any conclusion or opinions in favor of or against any particular issue addressed by the summary.

Adopted: November 16, 1988  
Amended: August 19, 1993  
Amended: December 14, 1994  
Amended: October 18, 1995  
Amended: December 15, 1998

LEGAL REFS.: Constitution of Colorado, Article X, Section 20  
C.R.S. 1-1-101 through 1-13-108 (Uniform Election Code of 1992)  
C.R.S. 1-45-117 (Fair Campaign Practices Act)  
C.R.S. 22-41.5-101 *et seq.*  
C.R.S. 22-42-101 *et seq.*  
C.R.S. 22-54-108

## Educational Specifications for Construction

To insure that all new facilities are designed to best implement the educational program, the superintendent shall provide for the development of detailed educational specifications to apply to the design and construction of new buildings or major remodeling.

In developing specifications, the superintendent shall draw on recommendations of citizens' committees, both the professional and nonlicensed staff, students and student groups, and community organizations.

The specifications shall include:

1. Information concerning the plan of school organization and estimated enrollment in the proposed building.
2. A description of the students to be served.
3. A description of the proposed curriculum and the teaching methods and techniques to be employed.
4. A schedule of space requirements, including an indication of relative locations of various spaces.
5. A desired layout of special areas and the equipment needed for such areas.
6. An outline of mechanical features and special finishes desired.
7. A description of standard codes and regulations (school district, city, county and state) affecting planning.
8. Pertinent budget and related factors.

The Board expects the resulting document to serve two purposes: (1) Clarify and consolidate the thinking of the administration, the Board and the community on the needs, desires and objectives of the educational program to be conducted within the proposed new building; (2) organize this important information in a manner than can be easily and clearly interpreted by the architect.

Adopted:      Date of manual adoption

