

Section F: Facility Expansion Program	Knox County Board of Education Policy			
	Descriptor Term:		Descriptor Code:	
	Facility Expansion Program Goals and Objectives		F-100	Issued: 7/95
			Reviewed: 1/25	Revised: 4/17

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The Board shall authorize the construction of a sufficient number of school buildings to meet the demands of present and future enrollments. Plans shall include simplicity of design, sound economics, low long-range maintenance costs, low insurance rates, high educational utility, and flexibility.

The Board establishes these broad goals for development of new facilities:

1. To base size, capacity and educational specifications for facilities on site/area specific program requirements in accordance with the capital priorities established by the Board;
2. To be economically efficient in the design of facilities with particular attention paid to meeting student needs and long-term maintenance implications;
3. To design school buildings in accordance with grade level program standards.
4. To design school buildings, which may be easily upgraded and/or expanded, for maximum years of use.
5. Consider current and/or state of the art design, construction, operational, and environmental practices as well as technological innovation as appropriate and feasible.

Approved as to Legal Form
By Knox County Law Director 3/18/2024
/Gary T. Dupler/Deputy Law Director

<u>Section F:</u> Facility Expansion Program	Knox County Board of Education Policy			
	Alterations and Modifications to Facilities	Descriptor Term:	Descriptor Code:	Issued:
		F-110	9/01	
		Reviewed:	Revised:	
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Facilities include all structures, real property and campus environs subject to the oversight of the Board.

Alterations, modifications and/or additions to facilities that are required to be permitted by state or local authorities having jurisdiction must be approved by the Board before work may begin.

All alterations, modifications and/or additions must meet applicable codes of authorities having jurisdiction and Board standards.

Projects, which are financed by sources outside the school system, must be fully funded and unencumbered by debt and must have a detailed plan for funding before submitting the request for final approval by the Board.

Religious symbols and statements should not be included in the design and construction of any structure on school grounds.

Structures on school property become the sole possession of the Knox County Board of Education.

Legal Reference:

1. T.C.A. § 49-6-2006(a).

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/Gary T. Dupler/Deputy Law Director

Section F: Facility Expansion Program	Knox County Board of Education Policy		
	Descriptor Term: Building New Athletic Facilities	Descriptor Code: F-121	Issued: 7/95
		Reviewed: 1/25	Revised: 5/24

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The Knox County Schools shall provide funds for appropriate athletic facilities in the following situations:

1. When building new high school facilities.
2. When required to address Title IX issues verified by the Director of Schools or the Director’s designee, in consultation with the Knox County Law Director’s Office.
3. For replacement due to condemnation, safety factors, or catastrophic loss.
4. When the facility is at the end of useful life.

New and renovated facilities must meet applicable codes of authorities having jurisdiction and Board standards. Facilities which are financed by sources outside the school system, must be fully funded and unencumbered by debt and must have a detailed plan for funding before submitting the request for final approval by the Board. The Board must approve all projects prior to the start of construction.

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<u>Section F:</u> Facility Expansion Program	Knox County Board of Education Policy			
	Retirement and Disposal of Facilities	Descriptor Term:	Descriptor Code:	Issued:
		F-130	5/03	
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As populations mature or shift, school buildings and campuses may no longer be needed and may be repurposed or returned to Knox County for the benefit of the public. The Board will be guided by the following when determining whether to retire facilities:

1. The ability of building to support a modern and flexible educational program;
2. The building’s proximity to the population served;
3. The building’s enrollment capacity;
4. The cost of upkeep and maintenance;
5. The ability to economically modify the physical structure to meet current building codes.

The Board will seek professional advice, either internal or external to the Knox County Schools, before making a final decision regarding the retirement of a school facility.

When it is anticipated that a school facility will no longer be needed for instructional purposes, the Director of Schools shall determine if there is a long term requirement for the facility to be used to address other school system needs. If there is not, the Director shall recommend to the Board that the facility be (1) leased to another agency or (2) declared surplus and turned over to county general government for disposal. Facilities that may be under-utilized or unused shall not be allowed to become derelict and shall be maintained in an appropriate state of repair until such time as they can be restored to full use or returned to the county general government. If the structure is determined to have historical or architectural significance, the Director of Schools shall notify preservation organizations of the Board’s action to surplus the facility.

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Section F: Facility Expansion Program	Knox County Board of Education Policy			
	Naming Facilities	Descriptor Term:	Descriptor Code:	Issued:
			F-140	7/95
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The Board of Education shall approve the name of all the Knox County Schools facilities or portions of facilities. The removal of a name or the re-naming of facilities or portions of facilities shall also require Board approval.

All requests to name facilities or portions of facilities shall first be submitted to the Board of Education Naming Facilities Committee. The Naming Facilities Committee shall consist of three Board of Education members who will be appointed to one-year terms by the Chair of the Board of Education with confirmation by the Board of Education. The Naming Facilities Committee shall convene as soon as practicable after its appointment and elect a Chair. The Naming Facilities Committee will make recommendations regarding the naming of facilities or portions of facilities to the Board of Education for consideration.

The naming of schools or portions of a facility shall conform to the following conventions:

1. A high school will generally be named according to the area in which the building is located, except when such naming would not be applicable or appropriate.
2. Discrete portions of school facilities such as laboratories, auditoriums, libraries, gymnasiums, stadiums, athletic facilities, or individual buildings may be named with the approval of the Board of Education.

While this policy shall not prohibit the naming of school facilities for individuals or organizations associated with not-for-profit, for-profit, governmental, or educational entities, in no case shall such naming promote the commercial or monetary interests of said individual or organization.

If a school or portion thereof is to be named for an individual who has made a contribution in the field of education or to local, state or federal government, the individual shall no longer be active in the field of education or government, respectively.

Cross Reference:

- Knox County Board of Education Policies B-110 and B-140.

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<u>Section F:</u> Facility Expansion Program	Knox County Board of Education Policy		
	Descriptor Term: New Project Planning	Descriptor Code:	Issued:
		F-150	7/95
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ARCHITECT SELECTION

Believing that several separate architects or architectural firms will produce a wider range of experience and talent which should result in development of better or more efficient plans, the KCS Facilities and New Construction Department will initiate a Request for Qualifications (RFQ) through the Knox County Procurement Office for each project requiring the use of an architect. The Director of Schools shall recommend the highest scoring architect from the RFQ to the Board for consideration.

It shall be the responsibility of the Board to approve the contract with the architect. Architectural fees shall be fixed, based on the Tennessee State fee schedule and shall also include the cost of civil engineering design.

Contracted architectural services shall conform to the most current version AIA B101 entitled Standard Form of Agreement Between Owner and Architect.

ENGINEER SELECTION

The architectural firm contracted for specific projects shall select any engineers or engineering firms which may be required to support design and construction of the project.

SITE SELECTION

Site selection shall be the result of analysis of Metropolitan Planning Commission information and consideration of such factors as population centers, transportation routes, accessibility to utilities and community input.

EQUIPMENT AND FURNITURE SELECTION

The selection of furniture, fixtures and equipment (FF&E) shall be based on grade level program standards and as determined by facility specific requirements.

FINANCIAL METHODS

Construction of school facilities may be financed by state capital outlay funds, the issuance of bond indebtedness/limitations as established by the Knox County Commission, capitalized leases and local tax revenues.

PROJECT DELIVERY METHOD

1. Outside Agency
2. Design, Bid, Build Process

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Cross Reference:

- Knox County Schools Administrative Procedure AP-F-150.

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<u>Section F:</u> Facility Expansion Program	Knox County Board of Education Policy			
	Capital Planning	Descriptor Term:	Descriptor Code:	Issued:
		F-151	7/95	
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Capital planning is an endeavor that combines art and science in an effort to address current and projected capital needs while allowing enough flexibility to address unforeseen issues as they may arise. To guide the development of the annual capital plan, the Board will periodically establish capital planning priorities to identify areas for additional longer term analysis and for the commitment of capital resources.

The goal of the annual capital plan is to identify and forecast the need for long-term resources to help ensure a safe, healthy, and inviting learning environment in all schools. The plan addresses two facilities functions;

- 1) Major new construction needs, and
- 2) Maintenance and upgrades to existing facilities.

During the annual capital planning process, a needs assessment shall be completed by the Director of Schools or his or her designee to determine the design parameters for each newly proposed project. The parameters will be developed using the established grade level program standards.

Building use and condition are two primary criteria driving capital decisions. Use reflects the capacity of the school building with respect to current enrollment and projected growth as well as educational programming. Building condition simply defines the physical state of the school structure in terms of needed repair and deferred maintenance. Economics, Functionality, and Zoning Implications are additional factors to be carefully considered for new construction and capital investment.

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 /Gary T. Dupler/Deputy Law Director