

RSSAA Building and Grounds Committee(s) Mandate 2023-24 School Year

The Building and Grounds Committees work to ensure that the facilities of each campus are fully maintained and developed to support the curriculum, the safety of all community members, especially the students, and to fulfill the needs of the school. There is a Buildings and Grounds committee for each campus.

Responsibilities include:

- Maintaining active oversight of facility conditions, ensuring that any safety related issues are addressed as quickly as possible.
- Ensuring that all regular maintenance of building systems, furniture and the physical structures is conducted in a timely and responsible way.
- Actively working with administration and faculty to ensure that the facilities continue to support our developing and evolving curriculum and the changing needs of community members.
- Overseeing the maintenance of the grounds – for safety, sustainability and aesthetic qualities.
- Working with the faculty, administration, College and Board to develop long term plans for the development and enhancement of our school facilities.
- Actively working to mediate any building use related issues between community members, with a goal to meeting everyone's needs, but keeping the student's needs as the primary focus.
- Work with campus administration to set rental fee structure annually and support administration in management and implementation of this structure

Members: Ideally, the Building and Grounds Committees on each campus will be staffed by the campus Coordinator(s), Building Manager and/or Operations Manager, one campus teacher and possibly an appropriate community member. The committee will choose who is best suited to chair the committee.

Decision Making: Decision making will be done by consensus within the group according to the School Governance model. Regular upkeep and minor changes can be approved by the committee, larger changes should be referred to the appropriate faculty group for consideration. Any building and grounds need that exceed the budget should be shared with the School Administrator who will work with the Finance Committee and the Board as necessary.

Meetings: The committee will meet monthly.

Governance Committee Status: The Building and Grounds Committees are committees of the Administration and are supported by the School Administrator.

Approved by College 8/21/2019, 6/4/2020, 6/18/2021, 6/17/22 and 6/16/2023