

**Concepts and Roles**

The Solano County Office of Education (SCOE) recognizes that one of its major responsibilities is to provide healthful, safe, and adequate facilities that enhance the instructional program. SCOE shall endeavor to make the provision of adequate school facilities a priority. Because the schools serve as a focal point for the community, SCOE shall also strive to ensure that its facilities fit harmoniously and attractively into their neighborhoods and have flexibility of design to meet future educational and community needs.

SCOE shall strive to have a school facilities master plan in place and regularly reviewed in light of its educational goals. In accordance with this plan, SCOE shall:

1. Approve additions or major alterations to existing buildings
2. Determine what new buildings shall be built, when and where, and what equipment shall be purchased for them
3. Determine the method of financing that will be used
4. Select and purchase school sites for future expansion
5. Approve the selection of architects and structural engineers
6. Award contracts for design and construction
7. Name schools and individual buildings
8. Advocate school facility needs to the community

The County Superintendent or designee shall:

1. Assess SCOE's short- and long-term facility needs
2. Direct the preparation and updating of the facilities master plan
3. Oversee the preparation of bids and award of contracts
4. Supervise the implementation of SCOE's building program in accordance with the master plan, SCOE policy and regulations, and state and local requirements, including collaboration with the architect and contractor on the construction of new facilities and modernization of existing facilities
5. Represent SCOE in official governmental interactions related to the building program

Legal Reference:

EDUCATION CODE

- 17210-17224 General provisions (school sites)
- 17260-17268 Plans of schoolhouses
- 17280-17317 Approval of plans and supervision of construction
- 17340-17343 Building of schoolhouses
- 17350-17360 Factory-built school buildings
- 17365-17374 Fitness of buildings for occupancy; liability
- 17400-17429 Leasing of school buildings

OFFICE OF THE SOLANO COUNTY SUPERINTENDENT OF SCHOOLS

**Policy 7000 (Continued)**

Legal Reference: (Continued)

CODE OF REGULATIONS, TITLE 5

14001 Minimum standards

14010 Procedure for site acquisition

14030 Preliminary procedure, planning and approval of school facilities

14031-14032 Submissions to bureau of school facilities planning; approval

Policy Cross-Reference:

3311 Bids

7110 Facilities Master Plan

7111 Evaluating Existing Buildings

7131 Relations with Local Agencies

7140 Architectural and Engineering Services

7150 Site Selection and Development

7210 Facilities Financing