

FACILITIES DEVELOPMENT GOALS

The School Committee believes that any educational program is influence greatly by the environment within which it functions. The development of quality educational programs and school facilities which help to implement them must go hand in hand.

Therefore, it is the Committee's goal to provide the facilities needed for the number of students in the system and to provide the kind of facilities that will best support and accommodate the educational program.

Adopted: November 28, 1984

Revised: August 26, 1992; _____

FACILITIES PLANNING ADVISERS

The Committee may enlist citizens to serve on an ad hoc committee for making recommendations on the efficient use of and need for new school facilities and the types of facilities most appropriate. Such committees shall report their recommendations through the Superintendent to the School Committee which alone shall have authority to act on them. Each committee will be discharged upon the School Committee's acceptance of its report.

Arrangements shall be made by the Superintendent, working through principals and other administrators, for the school staff to contribute in the planning of new school buildings. All staff members will be given opportunity to submit suggestions for possible inclusion in the educational specifications.

Legal Reference: 20-A MRSA §15902

Adopted: November 28, 1984

Revised: August 26, 1992; _____

INFORMATION CAMPAIGNS

Information campaigns are launched at the administrative level and may be undertaken to introduce a new program, School Committee issue, new procedures, or any other school-related project of such magnitude that the public shall be completely informed.

Information campaigns shall be carefully planned to reach the greatest number of people and achieve the desired results. The administrator responsible for the campaign shall confer and plan with appropriate staff within the system to ensure maximum coverage. Such campaigns may include, but are not limited to, press releases, radio and television spot announcements, speeches, "talk" shows, television interviews and programs, panel discussions, brochures, and billboard advertising. A schedule of events shall be written that culminates in the objective(s) of the campaign.

Adopted: November 28, 1984

Revised: August 26, 1992; _____

EDUCATIONAL SPECIFICATIONS

When necessary for new and/or renovated facilities, the Superintendent shall appoint an Educational Specifications Committee. It shall be the responsibility of this committee to develop educational specifications that meet the needs of the students and the community. Members of this committee shall be appointed as follows:

- A. The appropriate Assistant Superintendent;
- B. At least two principals of the appropriate grade level;
- C. At least two teachers of each appropriate grade level and/or subject level;
- D. At least two members of the community at large; and
- E. The Superintendent shall serve in an ex officio capacity.

The report of this committee shall be submitted to the School Committee with appropriate recommendations for the new facility.

Adopted: November 28, 1984

Revised: August 26, 1992; _____

NAMING FACILITIES

The community shall be notified that a facility will be named or re-named. Suggestions for the name shall be solicited and the School Committee shall set a date for return of suggestions.

The School Committee shall establish a review panel including at least one member of the School Committee. The suggested names shall be reviewed and the selection of one or more names presented to the School Committee for approval or rejection. The School Committee may sit as the review panel.

The School Committee shall act on the proposed name at a public meeting. If the names are rejected, the School Committee may act as the review panel and resolve the problem at a public meeting.

Appropriate names for a school facility shall meet one or more of the following criteria:

- A. Preserves or honors history;
- B. Is place specific (such as street, neighborhood, or town names);
- C. Recognizes landmarks or geographic locations in proximity to the school;
- D. Honors a person who has made an outstanding contribution to teaching and learning or has given distinguished service to the Portland Public Schools; and/or
- E. Honors a person who has made a significant social contribution at the local, state, national or global level.

When this name is adopted, it shall be publicly announced with a notification sent to the City Council and the City Manager.

Adopted: November 28, 1984

Revised: August 26, 1992; March 3, 2004; Oct. 21, 2009

