



BOARD POLICY

# 704 Maintenance

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| 704           | v1.3    | DRAFT           | 9/28/2026 |

☒ Proposed addition    ☐ Proposed deletion

## PURPOSE

Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.

## AUTHORITY

The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.[\[2\]](#)[\[3\]](#)

## DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall develop and supervise a maintenance program which shall include:

☒ Regular program of maintenance, repair and improvement of buildings and facilities.

☒ **Testing lead levels in drinking water.**[\[3\]](#)

☐ Critical spare parts inventory.

☒ Equipment replacement program.

☒ Long-range plans for building modernization and conditioning.

☐ The Superintendent or designee shall develop a maintenance check list applicable to all district buildings.

☒ Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a

☒ periodic

☐ monthly

☐ bimonthly

basis and return a written report to the Superintendent or designee as to the findings of that inspection.

The Superintendent shall report

{ **X** } annually

{ } quarterly

{ } periodically

to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.

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## Legal Footnotes

**[2]** 24 P.S. 701  
LEGAL REFERENCE

**[3]** 24 P.S. 742.1  
LEGAL REFERENCE