**GREENWICH STOW CREEK PARTNERSHIP SCHOOLS File code: 7114.1**

**POLICY MANUAL**

**Policy**

ALTERATIONS and REPAIRS

In considering any proposal for alterations, additions or major repairs to the district’s existing facilities, the board will employ the services of a licensed architect as a consultant when it is necessary to help determine:

1. Necessity for the project;
2. Probable cost;
3. Alternatives.

The superintendent shall be consulted on all plans and specifications for any remodeling or additions to the schools and make recommendations concerning repairs and alterations to buildings, grounds and equipment. All changes of use will be applied for via the New Jersey Department of Education.

Complaints regarding school buildings or any request for improvement or change must be made to the superintendent who will notify the board of education. Approval for material alterations in the originally approved architect’s construction plans to school properties must be formally granted by the board of education.

**Greenwich:**

Adopted: October 2, 2008

NJSBA Review/Update: August 2022

Readopted:

**Stow Creek:**

Adopted: May 19, 2008

NJSBA Review/Update: August 2022

Readopted:

Key Words

Repairs, Architect

**Legal References:** N.J.S.A. 18A:11-1 General mandatory powers and duties

N.J.A.C. 5:23-1.1 et seq. Uniform Construction Code

N.J.A.C. 6A:26-2.1 et seq. Educational Facilities

**Cross References:** 2240\* Research, evaluation and planning

2255\* Action planning for NJQSAC

7110\* Long-range facility planning

7115\* Developing educational specifications

7200 Designing/architectural/engineering services

7400 Bids

7430 Change orders

7450 Supervision/clerk-of-the-works

\*Indicates policy is included in the Critical Policy Reference Manual.