

# POLICY

## BOARD OF EDUCATION OF MONTGOMERY COUNTY

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Related Entries: CND  
Responsible Office: Facilities Management

### Facility Improvements That Are Not Funded with Montgomery County Revenues

#### A. PURPOSE

To provide guidelines for accepting non-Montgomery County government funds for facility improvements that qualify as capital investments. Acceptable improvements to be considered under this policy are limited to physical plant or site improvements that are considered a fixed asset, meet established capital budget funding criteria, and have a minimum life cycle of fifteen (15) years. This policy is not intended for equipment or items that do not meet the capital asset criteria, or for activities covered by Policy CND: *School-Related Fund Raising*.

#### B. ISSUE

The Board of Education recognizes that private organizations, parent and community groups, businesses, or non-Montgomery County governmental agencies at times want to provide financial support for facility improvements that would normally not be funded as part of county supported programs. The Board also recognizes that while these improvements are not essential, they do provide opportunities to create facility features that are compatible with neighboring buildings or enhance community and school activities.

#### C. POSITION

1. Except as outlined in Item 2 below, the acceptance of Non-Montgomery County government funds may be considered for facility improvements that:
  - a) Support activities that benefit a school sponsored activity or the school as a whole; such as play ground equipment, stadium lights, or theatrical equipment
  - b) Supplement architectural, landscaping, or aesthetic enhancements to the facility for neighborhood compatibility

- c) Enhance community use of schools; such as a larger gymnasium than would normally be provided as part of a new school, modernization, or addition project
  - d) Provide for the construction of community or recreational improvements funded by other governmental entities for joint community and school use
2. Funds may not be received under this policy for capital projects which are the responsibility of the school system, county government, and/or state to provide for student capacity, including core support space, and maintenance of physical plant.
3. Appropriate funding sources include:
- a) Parent and community organizations and foundations
  - b) Non-Montgomery County governmental agencies
  - c) Private organizations and businesses
  - d) Bequests and trusts
4. Guidelines
- a) Requests to provide financial support for facilities improvements must be reviewed in advance of any such activities by the director of the Department of Facilities Management in collaboration with the principal or site administrator to ensure compliance with this policy.
  - b) The request must include a plan for financial support and sufficient assurances that the entity donating the funds will meet the agreed upon financial obligation.
  - c) If the proposed improvement is less than \$50,000, the director of the Department of Facilities Management is authorized to approve the plan provided it complies with the provisions of this policy. Improvements approved by the director of the Department of Facilities Management will be reported periodically to the Board of Education.
  - d) If the proposed improvement exceeds \$50,000, the director of the Department of Facilities Management will present the request for facilities improvement and the funding plan to the Board of Education for its approval prior to notifying the entity whether they may proceed with the fund raising activities.

- e) In making decisions whether to grant approval for facility improvements under this policy, the following shall be considered:
  - (1) Whether the improvement would foster or exacerbate inequity
  - (2) Whether the Board of Education, Montgomery County Government, or Maryland State Department of Education have responsibility for funding similar improvements at all schools using tax supported revenue or bonds sales to the extent available
  - (3) Whether the improvement will cause a future financial liability in annual operating costs
  - (4) Whether the improvement will create safety, security, or other school operation impacts
  - (5) Whether the funds donated would expedite the implementation of county supported programs
  - (6) Whether the improvements would meet or support a greater community need for services
- f) The group providing the funds for facility improvements under this policy will plan and supervise all fundraising activities sponsored by the organization, and will abide by established financial management procedures.
- g) All funds received for facility improvements under this policy must be appropriated in accordance with Montgomery County financial regulations.
- h) The director of the Department of Facilities Management will ensure that the necessary appropriation requests are presented to the Board of Education for approval and the funding is allocated by the Montgomery County Council before any work begins on the facility improvements.

**D. DESIRED OUTCOMES**

This policy is designed to allow for contributions for facilities improvements from non-Montgomery County funding sources, without creating inequities among school communities. This will strengthen the relationships between the school system and various groups within the community.

**E. IMPLEMENTATION STRATEGIES**

The superintendent will establish administrative regulations or other administrative procedures that may be necessary for implementing the guidelines outlined in this policy.

**F. REVIEW AND REPORTING**

This policy will be reviewed on an ongoing basis in accordance with the Board of Education policy review process.

*Policy History:* Adopted by Resolution No. 530-02, November 21, 2002.