



AP 529 – FACILITIES FIVE YEAR CAPITAL CONSTRUCTION PLAN

BACKGROUND

The Ministry of Education requires each school board in the province to annually approve and submit a five-year capital construction plan for its review and information. The plan must list at a minimum each school division's three top capital priorities, with all applicable supporting information, and any other additional information that may assist the Ministry and the school board in selecting capital construction priorities.

PROCEDURES

1. The facilities five year capital construction plan (the plan) is intended to be a “document in progress,” changing and adapting to new information and circumstances, while maintaining a consistent path and focus for the school division with respect to its facilities.
2. The plan is required to be reviewed, updated and approved annually to maintain its relevance and utility in addressing a variety of educational, enrollment and facilities – related issues, as well as reflecting or reacting to other relevant information available from the City of Saskatoon, other public and private organizations, as well as any other applicable sources.
3. Once approved by the board, the plan must be submitted to the Ministry of Education, together with the school division's three top capital priorities in a format prescribed by the Ministry of Education with all such information as may be required.
4. It is the responsibility of the superintendent of facilities, in association with the senior leadership team of the school division, as well as other facilities managers and administrative staff to update the plan annually and seek the approval of the school board on its final form and content, prior to being submitted to the Ministry of Education.

Date Last Revised: December 2018