

	<b>Lloydminster Catholic School Division – Administrative Procedures</b>	
	<b>AP 540 – Planning For School Facilities</b>	
Related LCSD AP's		
Form(s)		
References:	<i>The Education Act, 1995</i> sections 344, 345, 346, 350, 351, 353 <i>The Education Regulations, 2019</i> sections 63, 65, 66, 67 <i>The School Division Administration Regulations, section 28, 52, 57</i>	
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### Background

The Division is committed to long-term planning that will ensure facility upgrading and new construction is completed in a timely manner. Facility design will be undertaken with careful consideration given to current and future educational needs of Division students. Technology to support student learning will be a key consideration in the planning process and flexible design will be incorporated where feasible to accommodate the changing educational needs of Division students.

The Division acknowledges that there may be potential benefits to “joint use of facilities” and is willing to consider capital project proposals that can provide demonstrable benefits to the students of the Division and the community. However, the Division vehemently opposes joint use of facilities “melding” schools of public and Catholic School Divisions, believing that the mandate of Catholic schools requires distinctly different facilities, in order to integrate faith in all aspects of the educational program.

### Procedures

1. The Superintendent(s) and/or Chief Financial Officer shall keep the Director informed annually regarding facility needs and program changes requiring capital expenditure.
2. The Director of Education shall submit appropriate documentation to the respective provincial departments of Education, as necessary to attain funding approval for capital building projects or facility renovations.
3. The Chief Financial Officer shall prepare and submit annually a 3-year Capital Plan or as requested by the Saskatchewan Minister of Education.
4. The Project Manager will provide progress reports to the Director including but not necessarily limited to: project approval, facility design, project management and finance.