



Tri-County Career Center Physical Facilities and Technical Infrastructure Plan

Physical Facilities and Technical Infrastructure Plan

Tri-County Career Center strives to provide up-to-date facilities for all adult programs. Safety for staff and students is the utmost important concept of the center. The center works off a maintenance to do list for daily or regular items needing attention. A summer schedule is in place for bigger renovations and annual maintenance.

The Technology infrastructure is kept up to date through annual upgrades. Each year money is set aside to keep the center's technology current with today's standards.

Procedures and Specific Guidelines

The Board of Education and the School Superintendent will approve outside maintenance and facilities projects. A plan for upcoming projects and needed renovations is in the works. This plan will be reviewed annually to ensure adequate learning facilities and meet the best needs of the students and staff.

The School Superintendent will initiate the facilities planning and will consider suggestions from the administration and staff. Any suggestions will be presented to the Board of Education through the superintendent before approval of the facilities plan. These plans will include recommendations based on activities that will take place in the building; specific architectural characteristics desired; equipment required; spatial relationship to other district facilities; and other pertinent factors.

Any new construction or major renovations will be designed in accordance with state approved plans if required by law and will comply with access requirements for persons with disabilities as required by law.

All new technology expenditures are approved by the Director and Superintendent. There is an advisory board that gives advice on the center's technology needs. The center continues to evaluate the need to increase the bandwidth. This is done on an annual basis. Software and hardware purchases have to be approved by the Technology Supervisor, then the Director and Superintendent.



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The District may acquire real property necessary for facility improvement or expansion through eminent domain only in accordance with the law. The District will provide for the relocation of any persons displaced by the acquisition of property through eminent domain as required by and in accordance with law.

Maintenance Supervisor

The instructors are responsible for reporting any unsafe area to the Director and Maintenance Supervisor. The district Maintenance Supervisor is responsible for assisting the instructors with keeping their lab safe and all equipment in working order. The district has two maintenance workers who work during the day to perform various jobs in the district.

Technology Coordinator

Instructors and students are encouraged to use an online helpdesk. This allows the Technology department to be organized and follow through with all technology needs for the district. The center tries to upgrade all computers on a six year rotation cycle. Most classrooms have computers for staff and students to use and LCD projectors.

The district has a firewall and web filter to ensure the privacy, safety, and security of the data that is contained on the districts servers and computers. The district also deploys virus and malware protection software on every district computer. These devices and software ensure CIPA compliance on the network, as well as protects district computers from dangerous viruses and malicious content. (COE 6.6)

All servers and network equipment have a battery backup system connected to them that ensures at least an hour of runtime in the event of a power failure. This allows our technical staff to safely shut down all equipment in the event of a power failure. (COE 6.7)



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The district has one full time Technology Coordinator and a part time assistant. The Director acts as the Supervisor for both.

Reference Location or Policy

- Board Policy (FA) – FACILITIES DEVELOPMENT GOALS
- Board Policy (FB) – FACILITIES PLANNING

COE Standards – 6.1