School Building Authority of West Virginia

MAINTENANCE & CUSTODIAL CARE SITE VISIT REPORT

SBA FORM 143

School: _________________________________            County: ______________
SBA Representative: ______________________WVDE Evaluation Date: _____
Inspection Reviewed with: ____________  Title: ______________  Date: ______

A. Problems cited by the West Virginia Department of Education (WVDE):
   1. ________________________________________________________________

   2. ________________________________________________________________

   3. ________________________________________________________________

B. Corrections made since the WVDE Site Visit:
   1. ________________________________________________________________

   2. ________________________________________________________________

   3. ________________________________________________________________

C. Problems cited during the SBA visit:
   1. ________________________________________________________________

   2. ________________________________________________________________

D. Conclusions of the SBA Evaluation Visit

   ☐ 1. The County has sufficiently addressed the problems and no additional
       improvements are required to assure good maintenance and custodial care
       of the facility.

   ☐ 2. The Plan of Improvement shown on this form has been jointly developed
       by the SBA representative and the County Superintendent or his/her
       designee to correct the deficiencies indicated at this facility.

Signature of this form indicates that: (1) The LEA is in agreement that the needed improvements have been made and
no further action is necessary or, (2) The county is committed to implementing the jointly developed improvement plan to
adequately provide the maintenance and custodial care of this school funded or partially funded with state funds from the School
Building Authority (SBA) and (3) The LEA understands that improvements must occur within one year of the SBA site visit date
above. Failure to comply will result in a recommendation to the State Board of Education and the West Virginia State
Legislature to protect the investment of the State of West Virginia by withholding funds from the county’s state aid formula to be
used by the SBA to contract for such improvements.

SBA Representative                                     (Date)                        Superintendent of Schools (Date)
_______________________________________________
Board of Education President                      (Date)

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E. Plan of Improvement

<table>
<thead>
<tr>
<th>Problem</th>
<th>Action to be Implemented</th>
<th>SBA F/U</th>
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</thead>
<tbody>
<tr>
<td>1. __________________________________________________________________________________</td>
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<td>6. __________________________________________________________________________________</td>
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The SBA Representative has reviewed:

- [ ] 1. The previous year’s county maintenance records for this facility.
- [ ] 2. The previous year’s Requests for Maintenance made by the School Administration.
- [ ] 3. Any additions, modifications or repairs made to the facility.
- [ ] 4. Custodial or Related Staff Performance Policies.
- [ ] 5. The appropriateness of custodial and maintenance staff for this facility.

Custodial-FT___ PT___ FTE___ Maintenance-FT___ PT___ FTE___

Notes: __________________________________________________________________________________

_____________________________________________________________________________________

SBA143
Revised 9/2015