

## **Preface**

The School Building Authority (SBA) was created in 1989 by the West Virginia Legislature to address the educational planning and school construction needs of the state in an efficient and economical manner. The Legislature also created a state funding mechanism that would assist local education agencies (LEAs) in the construction and renovation of new and existing facilities. West Virginia Code §18-9D established legislation that created the Authority – a governing board made up of citizens, State Board of Education members, and members of the construction trades industry. The Authority is charged with the oversight and implementation of the program and the development of policies and procedures for the governance of SBA funded projects.

The Authority has established Legislative and Procedural Rules to address ever-changing education and construction standards. Of paramount importance was the creation of a uniform long-range planning process for all school systems in West Virginia. Working cooperatively with the West Virginia Board of Education, the SBA created a process to assist counties in the preparation and development of a long-range Comprehensive Educational Facilities Plan. Each plan serves as the roadmap to establishing educational goals and objectives that meet the current and future needs of students in West Virginia by approving new school construction projects or major school renovations.

Realizing that the success of the planning and construction program could only be achieved through partnerships with those directly affected by the program, the Authority gathered input from a variety of stakeholders including educators, community and business leaders, design professionals, and the construction industry. These partnerships led to the creation of the SBA Policy and Procedures Handbook and the companion document, the SBA Quality and Performance Standards. Together, these documents guide educators and the design and construction industry through the financing, planning, and construction process for all school projects in West Virginia. For these efforts, the School Building Authority has been recognized nationally as one of the educational planning and construction leaders in the country.

The Policy and Procedures Handbook has been updated several times to react to the needs of the educational community served. The 2019 revisions of this handbook include a major reorganization to provide a sequential arrangement of procedures, a consolidation of forms, and a user-friendly approach for all LEAs, architects, and contractors. The Handbook will always be a living document and the needs of the students and staff of West Virginia schools will always drive the School Building Authority to strive for excellence in educational planning in our state.

Andy Neptune  
Executive Director  
School Building Authority of West Virginia

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