SARASOTA
COUNTY SCHOOLS

SUNCOAST
TECHNICAL COLLEGE

**PHYSICAL FACILITIES
&
TECHNICAL INFRASTRUCTURE
PLAN**

SECTIONS

1. Adequacy & Improvement: Physical Facilities

Suncoast Technical College has developed this plan to addresses and maintain the adequacy and improvement of all physical facilities for our campuses.

STC delivers services and instruction at the following locations:

- STC (main campus)
  4748 Beneva Road, Sarasota, FL 34233

- STC North Port (branch)
  4445 Career Lane, North Port, FL 34289

- STC Venice (extension)
  409 Bahama St., Venice, FL 34285

- STC Newtown (extension)
  2400 Colson Ave., Sarasota, FL 34234

- STC Fire Science Academy (extension)
  794 Circus Blvd., Sarasota, FL 34232

- STC Alta Vista (extension)
  1050 S. Euclid Ave., Sarasota, FL 34237

The maintenance of facilities at the above locations is managed through the Sarasota County School District's Facilities Services department. The Facilities Services Department is dedicated to maintaining educational facilities which support student learning through a safe, clean, and healthy environment utilizing a team of professionals dedicated to continuous improvement and service excellence. Their mission is to provide proactive, high quality custodial, building maintenance and grounds services to customers in a timely and cost effective manner. They accomplish this through an emphasis on; professionalism, quality control, highly trained staff, safety, effective communication, and preventative maintenance.

The district Facilities Services department employs zone Facilities Managers that cover specific schools in related geographic areas. They also allocate custodial staff to each school based on specific data elements including physical facility size. STC custodians provide routine maintenance, such as grounds maintenance, lawn mowing and edging, cleaning buildings, delivery of packages, light carpentry work, carpet cleaning, etc. Maintenance beyond those mentioned are met by the school district tradespeople staff and/or vendors.

The STC custodial staff utilize an online service request system to track, manage, and prioritize facility needs. STC custodians work with the district Facilities Services department to complete service requests that are beyond their scope of practice.

Regular inspections are conducted at all school district facilities to ensure federal, state, and local codes are met. If recommendations or deficiencies result from inspections, STC staff work closely with STC custodians and the district Facilities Services department to meet the requirements.

An assigned STC administrator meets twice monthly with the school's zone Facilities Manager, the STC day, and STC night head custodians to review outstanding service requests, prioritize, and establish completion timelines. Even though the STC custodians do not report directly to STC administrators, they work closely together to ensure an adequate, safe, healthy physical environment for students, staff, and visitors.

2. Adequacy & Improvement: Technical Infrastructure

Suncoast Technical College has developed this plan to addresses and maintain the adequacy and improvement of the school's technical infrastructure.

In order to maintain adequate technical infrastructure, STC employs a network manager and technology support staff to manage and maintain STC's network, electronic staff and student files, internet access, and firewall system.

The Sarasota School district Information Technology department is beginning to implement an ITIL (Information Technology Infrastructure Library) system. It is simply a set of books that lay out concepts and techniques for managing any technology infrastructure, development, and operation.

Over the past few years, ITIL has become widely accepted as the leading best practice standards for managing technology. It is technology agnostic so it works in all situations.

The Sarasota County Schools IT staff completed ITIL training in early 2016. We have seen an improvement in our services. Some examples are:
1) better control over our changes,
2) advance notifications regarding changes and information services events,
3) performance metrics,

4) service level agreements and many more service enhancements that improve technology experiences.

STC's IT staff manage all staff and student access to our domain and networks. They work closely with district IT staff to ensure STC is operating with a safe and adequate infrastructure. Further, the STC network manager holds Microsoft Certified Solutions Expert (MCSE) credentials in the following areas: server infrastructure, desktop infrastructure, private cloud, enterprise devised and apps, data platform, business intelligence, messaging, communication, and SharePoint. This allows our IT staff to have direct knowledge regarding Microsoft's best practices in technology infrastructure.

3.   Evaluation & Revision

STC's method for evaluation and revision of adequacy of the technology infrastructure is accomplished through regular system diagnostic report analysis, technology request review and analysis, and assistance through the district information technology department.

This plan is reviewed (and revised as needed) annually by STC's School Advisory Council (SAC) and the Shared Decision Making Team (SDMT).