

Vegetable Garden parameter layout and design

- Starting garden design of 500 Sq Ft or less
 - Reserved footprint for additional contiguous 500 Sq Ft for future expansion
 - This includes any storage units
- Garden perimeter enclosed within a defined space to allow for easy weed trimming. This will avoid the use of chemical weed controls
 - Wood is the preferred material for edging
 - Cinder blocks-require additional rebar anchoring
 - Commercial grade composite plastics are allowed with Facilities Management approval
 - Mulch buffer strips are alternatives to edging
 - **NO** railroad ties
- Fencing is allowed however it's not a substitute for edging. A buffer strip on the outside of the fence is still required.
- Internal bed design developed by end user
- Permanent structures require Facilities Management approval
- No obvious poisonous plants
- No plants with thorns
- 1-2 dwarf variety of fruit trees are permitted within perimeter of the garden
- No pesticide use
- Composting
 - Internal to garden space
 - Only recycled garden materials
 - Straw bale required for brown material
 - Compost pile must be used each year
 - Use of organic material collected outside of the designated garden space is prohibited
- New and expanding gardens require the following approval
 - Local principal
 - Lead Grounds
 - Assistant Director of Facilities management/Director of Physical Plant
- Rain barrel must have secured tops to avoid child entry
- Weed/grass growth maintained and not dominated by weeds
 - Grounds department will follow the "Neglected Grounds procedure" with regards to neglected gardens

Lucas Garden is a good example of a defined space with a low maintenance garden perimeter.



Procedure for neglected community-maintained grounds

- From time to time, the district allows areas of district property to be maintained by community groups (including PTOs/PTAs, teacher volunteers, etc.), often for gardens, prairies, wildlife habitats, etc.
- If the Physical Plant Grounds Lead (GL) feels that one of these areas is not being maintained to District standards, the GL will contact the principal in charge of the applicable school and request contact information for the group maintaining that area. If a contact is unknown or unreachable, the GL will use the principal as the contact person.
- The GL will contact that person and setup an on-site meeting to discuss his/her concerns. The GL will lay out a plan of action with the community group and associated timeline, preferably in writing.
- If the community group doesn't complete the plan of action in the timeline outlined, the GL will contact them and notify them that the plan must be implemented within 14 calendar days or the ICCSD Grounds Crew will take over maintenance and setup the space as it would have been before lending land to the community group (seeding with grass, installing mulch, trimming, weeding, removing plants, etc.).
- If the community group still doesn't complete the plan of action during the extended 14 calendar days, the Grounds Crew will take over the maintenance of the space and implement the District standards as their schedule allows.