

## REQUESTS FOR IMPROVEMENTS

Generally, except for emergency situations, requests for improvements or repairs are made to the superintendent by building principals and the head custodian. Requirements for requests outlined in the maintenance schedule will be followed.

Minor improvements, not exceeding a cost of \$ 20,000, may be approved by the superintendent. Improvements exceeding \$20,000 must be approved by the board. Routine maintenance and repairs outlined in the maintenance schedule will be followed.

Cross Reference:     802.1 Maintenance Schedule  
                          802.3 Emergency Repairs

Approved 11/14/05

Reviewed 11/18/19

Revised 11/18/19