

## BUILDINGS AND SITES

Code No. 802.2

Policy Title: **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 \$5,000.00 may be approved by the superintendent. Improvements exceeding \$5,000.00 must be approved by the board. Routine maintenance and repairs outlined in the maintenance schedule shall be followed.

Legal Reference: Iowa Code §§ 279.8; 280.3, .14 (2013).

Cross Reference: 802.1 Maintenance Schedule  
802.3 Emergency Repairs

Approved: March 28, 2001

Reviewed: May 25, 2011

Revised: May 24, 2016