

## REQUESTS FOR IMPROVEMENTS

Generally, except for emergency situations, requests for improvements or repairs shall be made to the superintendent or designee 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 \$10,000.00, may be approved by the superintendent. Improvements exceeding \$10,000.00 must be approved by the board. Routine maintenance and repairs outlined in the maintenance schedule will be followed.

Legal Reference: Iowa Code §§ 279.8; 280.3, .14 (2011).

Cross Reference: 802.1 Maintenance Schedule  
802.3 Emergency Repairs

Approved: January 8, 1973

Reviewed: February 20, 1978; March 13, 1989; March 18, 2002

Revised: August 12, 1996; April 14, 2008; April 8, 2013