



BUILDING MODIFICATION/REPAIR AND SELECTION/APPROVAL OF SITES

POLICY:

All repairs, modifications, and/or changes to District facilities shall be approved by the Director of Business Services. Emergency or non-budgeted repairs, modifications and/or changes costing more than \$1000 shall be approved by the Director of Business Services. Significant alterations or repairs shall be reported to the Board's subcommittee.

Cost accounting guidelines developed by the State of Oregon (ORS 279.023) shall be used to report costs for all projects estimated to cost more than \$5,000 and performed by District personnel. Guidelines shall include: 1) numeric code system, b) personnel costs, c) materials, d) equipment, e) overhead, and f) financial reporting.

A certified architect or engineer shall be appointed by the Board for each building construction project as required by law. All permits and plan approvals shall be secured before commencement of work and it shall be the policy of the District to cooperate with building inspectors, fire department inspectors and safety inspectors as required by law. It shall be the responsibility of the School Board to study and purchase sites when in the best interest of the District.

Revision Date: 3/11/85, 5/10/99

Adoption Date: 7/9/84

Legal Reference(s):

[ORS 195.110](#)

[ORS 197.295 - 197.314](#)

[ORS 332.107](#)

[ORS 332.155](#)

[OAR 581-022-1530](#)

Americans with Disabilities Act of 1990, 42 U.S.C. Sections 12101-12213; 29 CFR Part 1630 (2000); 28 CFR Part 35 (2000).