

Non-Instructional/Business  
Operations

**SUBJECT: CHANGE ORDERS FOR CAPITAL PROJECTS**

Within limits as defined below, the Superintendent is authorized to approve Change Orders for capital projects:

- a) Change Orders which result in a net decrease in the contract amount may be authorized by the Superintendent.
- b) Change Orders which result in a net increase in the contract amount of \$10,000 or less may be authorized by the Superintendent.
- c) Change Orders which result in a net increase in the contract amount of greater than \$10,000 shall require prior approval by the Board of Education.

Whenever Change Orders are authorized by the Superintendent, copies of such Change Orders shall be provided to the Board of Education in the next Board agenda.

Adoption Date: 05-10-21