

Addison Northwest Supervisory Union Policy

SECTION: BUSINESS AND NON-INSTRUCTIONAL OPERATIONS

CODE: E11

TITLE: BUDGETING & REPORTING FOR THE MAINTENANCE OF FACILITIES AND GROUNDS Vergennes Union High School Policy

In order to properly fund an ongoing and systemic preventative maintenance and repair program, the VUHS Board shall include in the annual budget proposal an amount not to exceed one percent (1%) of the total general operating budget for identified maintenance and repair needs.

By October 1st of each year, the Supervisor of Operations and Maintenance will prepare and submit to the Board, through the Principals and the Superintendent, an outline of how such designated funds will be expended during the forthcoming fiscal year.

In addition, the Board shall establish a **Capital Projects Fund** for the purpose of addressing anticipated and unanticipated maintenance and repair needs. The Board, upon receipt of a detailed expenditure proposal, will consider and approve all expenditures from this fund. Recommended contributions to the capital projects fund shall be presented annually to the voters as a separate article.

A report of the facilities' condition and any outstanding debt related to facilities shall be included in the Annual Report.

*VUHS Board
Adopted:*

December 9, 2013