

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: June 10, 2003

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: Policy 3225 – NON-INSTRUCTIONAL SERVICES: Purchasing – Furniture, Fixtures, and Equipment – New School Projects, Renovations, or Additions

ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services

RESOURCE PERSON(S): Barbara Burnopp, Executive Director, Fiscal Services
Patrick Fannon, Controller

RECOMMENDATION

Approval of Board Policy 3225 – NON-INSTRUCTIONAL SERVICES: Purchasing – Furniture, Fixtures, and Equipment – New School Projects, Renovations, or Additions was updated as part of the initiative of the Division of Business Services to update outdated Board Policies. The policy was adopted in 1969 and was revised in 1999. Changes have been reviewed by the Board Policy Review Committee on April 29, 2003, was introduced at the May 13, 2003, board meeting, and was presented at the May 27, 2003 board meeting for public comment. Changes have been made to reflect current language and references.

Attachment I – Board Policy 3225

NON-INSTRUCTIONAL SERVICES: Purchasing

[Equipment and Furniture] FURNITURE, FIXTURES, AND EQUIPMENT –
NEW SCHOOL PROJECTS, RENOVATIONS, OR ADDITIONS

[With respect to the selection, purchase and installation of equipment, furniture, and furnishings for a new school project, renovation, or addition, the Superintendent of School shall establish administrative procedures for such selection, purchase and installation. Said procedures are to conform with pertinent laws and regulations, both local and state, with a view toward acquiring such furniture, equipment, and furnishings economically, and in conformity with educational and functional requirements, and in relation to the architectural design of the school project.]

THE SUPERINTENDENT OF SCHOOLS SHALL ESTABLISH ADMINISTRATIVE PROCEDURES FOR THE SELECTION, PURCHASE, AND INSTALLATION OF FURNITURE, FIXTURES, AND EQUIPMENT FOR NEW SCHOOL PROJECTS, BUILDING RENOVATIONS, OR ADDITIONS. THESE PROCEDURES SHALL CONFORM TO APPLICABLE STATE AND LOCAL LAWS AND REGULATIONS, AND SHALL SUPPORT THE EDUCATIONAL, FUNCTIONAL, AND ARCHITECTURAL REQUIREMENTS AND DESIGN OF THE SCHOOL PROGRAM.

ALL CAPS indicate new material.
Brackets [] indicate deleted material.

Policy
Adopted: 9/25/69
Revised: 7/13/99
Revised: _____

Board of Education
of Baltimore County