

PROCUREMENT OF SCHOOL FURNITURE AND INSTRUCTIONAL EQUIPMENT

The Board of Directors is interested in the procurement of school furniture and equipment that will enable administrators and teachers to conduct effective instructional programs. Furniture and equipment shall be selected with adherence to the following objectives:

1. Durability
2. Functionality
3. Common product selections for reduced maintenance costs
4. Cost of items to fit within established project budgets

The responsibility for preparing standard lists and developing specifications of school furniture and instructional equipment will be monitored by the superintendent/designee.

Administration shall adhere to the following guidelines:

1. Prepare and maintain standard lists of furniture and equipment which reflect adequate school planning and curriculum requirements.
2. Work to retain a reasonable balance of furniture and equipment in all schools, ensuring all students similar educational opportunities.
3. Ensure that furniture and equipment are purchased in accordance with policies governing construction design, bidding requirements, and purchasing procedures of the Eastmont School District.

Cross References:

Board Policy 6210
Board Policy 6220
Board Policy 6920

Purchasing Authorization & Control
Bid Requirements
Construction Design