

## **Business/Non-Instructional Operations**

### **Capital Outlay**

Except for emergencies or reasons of economy, the purchase of major pieces of equipment such as school buses shall be scheduled so that annual budgetary appropriations for capital outlay will be of similar size or will show a continuous trend without severe fluctuations.

A long-range and short-range plan for capital outlay shall be developed by the Superintendent in order to prevent severe fluctuations in the annual capital outlay fund, and to provide an orderly process for acquisition of needed equipment and facilities within budgetary constraints.