

# LODI UNIFIED SCHOOL DISTRICT

## REVISION

Policy 3541.4

### Business and Non-Instructional Services

#### Acquisition and Maintenance of Buses, Vehicles and Equipment

1. Schedules of Replacement of Buses and Equipment

Schedules of replacement of buses, other vehicles, and equipment shall be prepared by the Director of Transportation and annually reviewed by the ~~Assistant Superintendent~~ **Chief Business Officer**, Business Services and presented to the Board during budget preparation. The **Chief Business Officer** ~~Assistant Superintendent~~, Business Services, shall coordinate the purchasing of all buses and equipment.

2. Maintenance and Construction of Buses and Equipment

A service garage shall be equipped, maintained and staffed by the district for the performance of maintenance, construction and repair of buses and other equipment. Work or services to be performed outside the district facility must have prior approval of the Director of Transportation. The district service garage may design and construct such vehicles and equipment as may be needed by the district when warranted by special design and economic factors. All such projects shall have prior approval of the **Chief Business Officer** ~~Assistant Superintendent~~, Business Services.

Policy  
adopted: 05/11/67  
revised: 02/13/69  
revised: 04/16/74  
revised: 09/02/97