San Bernardino County Superintendent of Schools
Policy 3570

Capital Outlay Budgeting

At the direction of the San Bernardino County Superintendent of Schools, a memo request for special or costly equipment requirements for the next budget year will be forwarded to the branch lead, Chief Business Officer, and then to the Superintendent for approval. Upon receipt of the approved equipment list from the Superintendent, funding will be added to the County Schools Service Fund budget.

Approved: August 24, 1993
Revised: February 19, 2002
Revised: January 14, 2025

Date Approved _____

Ted Alejandre
County Superintendent of Schools
San Bernardino County, California

By _____