

District, M/O, ETIS, Site - Funding Responsibilities

Audio/Video Equipment ①,② - For LCD Equipment i.e. Projectors/Monitors, Reference Technology Section for Specific Funding Responsibilities	District Funding	M&O Funding ⑦	Site Funding
Intercom - Repair/Replacement		X	
PA Sound System - Repairs/Replacement		X	
PA Sound System – Upgrades (Elective) ⑧			X
Permanently Installed A/V and Control System Equipment – Repairs/Replacement		X	
Permanently Installed A/V and Control System Equipment – Additional/Upgrades (Elective) ③			X
Permanently Installed A/V and Control System Equipment (Site Acquired) – Additional/Repairs/Replacement/Upgrades ⑦			X
Portable Sound Equipment – New/Repairs/Replacement ⑧			X
Pull Down Projector Screens - Replacement ⑦	X		
Site Requested New Equipment/Installation (May Require MCP Approval) ③			X
TV's (All) – Additional/New/Repairs/Replacement (M&O Installation Only) ⑧			X
Communications ①,② - 2-Way Radios/Analog Phones For VoIP(Digital) Phones, Reference Technology Section for Specific Funding Responsibilities	District Funding	M&O Funding ⑦	Site Funding
Analog Phone – Repairs/Replacement		X	
Analog Phone – Additional (Elective) ⑦			X
Analog Phone – Additional (Growth/School Sites) ⑦	X		
Phone Hands-Free Headset – New/Repairs/Replacement ⑧			X
Radio – Additional (Elective) ⑦			X
Radio – Additional (Growth/School Sites) ⑦	X		
Radio Batteries - Replacement (District Standard Radios)		X	
Radio (Emergency) – Replacement ⑦	X		
Radio – Replacement (Max of 1 Radio funded per site each fiscal year) ②		X	
Radio - Lost/Stolen/Missing ⑦			X
Custodial Services	District Funding	M&O Funding ⑦	Site Funding
Carpet – Repairs/Replacement under DM		X	
Floor Tiles and Covering – Repairs/Replacement under DM		X	
Gym Floor Cleaning Supplies		X	
Gym Floor Stripping and Refinish		X	
Pest Control Contracted Services (Exception of Nutrition Services Facilities) ⑦	X		
Replacement of Small Custodial Power Equipment at Site		X	
Vacuum – Repairs/Replacement		X	
Electrical – Mechanical Trades	District Funding	M&O Funding ⑦	Site Funding
Ballasts – Repairs/Replacement		X	
Equipment - Repairs/Replacement		X	
General Electric (plugs, switches, int. lighting) - Repairs/Replacement		X	
Lighting (Outside) – Repairs/Replacement		X	
New Lighting Installation Request by Site ③			X
New Lighting Installation Request by Site (Safety/Security Issues) ⑦	X		
Site Requested New Equipment/Installation (May Require MCP Approval) ③			X
Stage Lighting (Permanently Installed) – Repairs/Replacement		X	
Electronic Alarms/Clocks/Bells	District Funding	M&O Funding ⑦	Site Funding
Electronic Message Boards/Marquees - New/Replacement ⑧	X		
Electronic Message Boards/Marquees - Repairs ⑦	X		
Parts/Equipment Replacement		X	
Repair/Testing/Preventative Maintenance		X	
Site False Alarm Response (Employee Caused) ⑧			X

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Equipment Repair – Business Machines/Office Equipment	District Funding	M&O Funding ⑦	Site Funding
Copier Machines - Repairs/Replacement (District leased) - (contact vendor for repairs)	X		
Copier Supplies (contact vendor)			X
Dishwasher - Repair/Replace - Staff Break Room ⑦	X		
Fax Machine – Repairs ⑧	X		
Fax Machine – Replacement (Elective) ⑧			X
Fax Machine – Replacement (Broken) w/Approval by Business Services ⑧	X		
Fax Machine Supplies (contact vendor)			X
Laminating Machine – Repairs/Replacement ⑧			X
Microwave Oven Repair/Replace- Staff Break Room ⑧	X		
Refrigerator- Staff Break Room ⑦	X		
Refrigerator - Middle School/High School Science Prep Area (Repair/Replace) ⑦	X		
Poster Maker ⑧			X
Typewriter Repairs/Replacement ⑧			X
Typewriter Supplies			X

Fleet Services ①,②	District Funding	Transportation Funding	Site Funding
Golf Cart - Repairs		X	
Golf Cart - Replacement		X	
Golf Cart (Site Acquired) - Batteries/Repairs/Replacement ⑩			X
Lube, Oil, Tune up		X	
Repair of Small Power Equipment at Site		X	
Small Engine Repairs		X	
Vehicle Modifications – w/Approval by Transportation Director ⑩			X
Vehicles - New ⑩			X
Vehicle - Repairs		X	
Vehicle - Replacement		X	
HVAC – Mechanical Trades	District Funding	M&O Funding ⑦	Site Funding
A/C Units Repairs and Replacement		X	
Boilers and Heaters (Hot Water)		X	
Site Requested New Equipment/Installation (May Require MCP Approval) ③			X
Ventilation System		X	
Ice Machines - Repairs		X	
Ice Machines - Replacement (Site Acquired) ⑦			X
Ice Machine Replacement for Staff Lounge ⑧	X		
Ice Machines – Replacement (Student/Athletics) w/Approval by Business Services ② ⑦	X		
Ice Machines - Additional/New ③			X
Ice Machines – Relocated ③			X
Paint	District Funding	M&O Funding ⑦	Site Funding
Exterior Painting		X	
Interior Painting (Within Lifecycle)		X	
Murals – Additional/New Request/Repair/Replacement ③			X
Paint Relocatables (When moved or purchased new to match school color scheme) ⑦			X
Paint Onsite Storage Containers – District Approved		X	

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General Building Trades	District Funding	M&O Funding ⑦	Site/Dept. Funding
(White) Board – Additional (Elective) M&O Installation Only ⑦			X
(White) Board – Additional (Growth/School Sites) M&O Installation Only ⑦	X		
(White) Board – Replacement		X	
Chairs – Additional (Elective) ⑧			X
Chairs – Additional (Growth/School Sites) Approved by Business Services ⑧	X		
Chairs – Broken ⑧			X
Chairs – Replacement (Misuse/Vandalism) ⑧			X
Chairs – Replacement (Worn Out) ⑧	X		
Desks/Other Furniture - Repairs		X	
Desks/Other Furniture (School sites) – Replacement Approved by Business Services ⑧	X		
Door Hardware and Locks – Repairs/Replacement		X	
Duplicate Keys		X	
Fire Extinguisher Inspection/Recharge/Replacement		X	
Furniture (non-school sites) - Additional/New/Replacement (Elective/Growth) ⑧			X
Furniture (non-school sites) - Replacement (Worn Out) ⑧	X		
General Building Repairs		X	
Glass - Repair/Replacement		X	
Glass – Repair/Replacement (Vandalism) ⑦	X		
Graffiti Removal		X	
Locker Damage ⑦			X
Locker - Repair/Replacement		X	
Microscopes – New/Cleaned/Calibrated ⑧	X		
Paper Cutter - Sharpening ⑧	X		
Piano – Repair/Tuning ⑧	X		
Re-key due to Lost/Stolen Key (Site/Bldg.) ④ ⑦			X
Relocatable Ramps – Repairs/Replacement		X	
Roofs - Repair/Replacement		X	
Signs – Additional/New Requests by Site (General) ⑦			X
Signs – Repair/Replacement (General)		X	
Signs – Traffic - New/Replacement ⑦		X	
Signage – New (Awards/Recognition) ③	X		
Small Maintenance Power Equipment at Site – Repairs/Replacement		X	
Stage Curtains Repairs/Replacement		X	
Table/Bench Repairs		X	
Vandalism - Repairs		X	
Window Blinds – Additional ③			X
Window Blinds – Repairs/Replacement ②		X	
Plumbing – Mechanical Trades	District Funding	M&O Funding ⑦	Site Funding
Alarms Fire Systems (water)		X	
Backflow Sprinklers		X	
Backflow Water System		X	
Drinking Fountains – Additional (Elective) ③			X
Drinking Fountains – Repairs/Replacement		X	
General Plumbing Repairs		X	

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Sewage/Waste Mains		X	
Site Requested Installations ③			X
Swimming Pools – Equipment Maintenance/Repairs/Replacement		X	
Water Mains		X	

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Grounds – Greenscape	District Funding	M&O Funding ⑦	Site Funding
Field Line Paint Marking Machine (High Schools) – Repairs/Replacement ②		X	
Field Marking Paint ⑧			X
Infield Grooming Equipment (High Schools) – Repairs/Replacement ②		X	
Infield Angel Mix Materials (High Schools) – Repairs		X	
Infield Angel Mix Materials (High Schools) - Additional (Elective) ⑧			X
New Irrigation System Installation - Request by Site ③			X
Modify Irrigation System - Request by Site ⑦			X
New/Additional Plants and Trees (M&O Labor Only) ③			
Over Seeding: High School Stadium Fields		X	
Over Seeding: High School Athletic Fields - Seed ⑦			X
Over Seeding: Turf Areas (Inside the PSHS and RMHS Campuses Only)		X	
Replacement of Existing Plants and Trees		X	
Repairs of Existing Irrigation Systems & Components		X	
Replacement of Small Grounds Power Equipment at Site		X	
Grounds – Hardscape	District Funding	M&O Funding ⑦	Site Funding
Asphalt/Concrete Areas – Repairs/Replacement		X	
Basketball Backboards – Repairs/Replacement		X	
Basketball Rims – Repairs/Replacement		X	
Fencing & Gates – Repairs/Replacement		X	
General Welding - Repairs		X	
Playground Equipment – Repairs		X	
Playground Surfacing – Preventative Maintenance/Repairs/Replacement		X	
Restriping of Parking Lots – Contracted out		X	
Sand for Sand Boxes		X	
Shade Canopies – New (Site Acquired) ③			X
Shade Canopies – Repairs/Replacement (fabric) ⑦			X
Shade Shelters – Repairs (Outside Warranty Period)		X	
Solar – District Owned - Maintenance/Repairs (Outside of Warranty Period)		X	
Speed Bumps – Additional/New Request (Elective) ③			X
Speed Bumps – (Safety) ③	X		
Tennis Court – Repairs/Replacement/Resurfacing		X	
Tennis Court Wind Screens (Fabric - Repairs/Replacement		X	
Tennis Court Wind Screens (Fabric) - Additional/Upgrades ⑧			X
Athletic Equipment	District Funding	M&O Funding ⑦	Site Funding
Wrestling Mats - Repair/Replacement ⑧			X
CTE/Linked Learning Program Equipment	District Funding	M&O Funding ⑦	Site Funding
Equipment - Repairs/Replacement ⑦	X		

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Technology Equipment ①,② – Computers/Peripherals/Security Cameras/Technology Enhanced Classrooms/VoIP (Digital) Phones	District Funding	ETIS Funding ⑨	Site Funding
Computers (Desktop/Laptop/Tablets) - Additional (Elective) ⑨			X
Computers (Desktop/Laptop/Tablets) - Additional (Growth/School sites) ⑨	X		
Computers Labs - Repairs/Replacement ⑨			X
Computer Replacement (5 year Cycle) Teachers/Administrators/Staff		X	
Computers – Technical Support		X	
Installation of New Technology Equipment		X	
Peripheral Equipment (monitors, printers, scanners) – Additional (Elective) ⑨			X
Peripheral Equipment (monitors, scanners) – Additional (Growth) ⑨	X		
Peripheral Equipment (monitors, scanners) – Repairs		X	
Peripheral Equipment (Site Acquired) monitors, printers, scanners – Repairs ⑨			X
Security Cameras - Additional (Elective) ⑨			X
Security Cameras - Repairs/Replacement ⑨	X		
Security Cameras - Software Licensing ⑨	X		
Security Cameras (Site Acquired) – Additional/Repairs/Replacement/ Upgrades ⑨			X
Technology Enhanced Classroom Equipment – Repairs ⑤ ⑨			X
Technology Enhanced Classroom Equipment – Replacement ⑥ ⑨	X		
VoIP Digital Phone Equipment - Additional (Elective) ⑨			X
VoIP Digital Phone Equipment - Additional (Growth/School Sites) ⑨	X		
VoIP Digital Phone Equipment - Repairs ⑨	X		
VoIP Digital Phone Equipment - Replacement/Software Licensing ⑨	X		

Miscellaneous - School	District Funding	M&O Funding ⑦	Site Funding
Chemicals and Paint - Removal/Disposal ⑦			X
Dishwasher Replacement in Staff Lounges ⑧	X		
Health Office Cots - Reupholstered ⑧	X		
Installation of Site Purchased Materials and Supplies ⑦			X
Outside Flagpole Flags - Replace ⑦	X		
Refrigerator - School Site Health Office ⑧	X		
Refrigerator - School Site Staff Lounge (20.8 cu. ft.) - Replacement ⑧	X		
School Health Wheelchairs/Wheelchair Replacement ⑧	X		
School Safe ⑧	X		
School Safes-Access in Lieu of Keys/Combinations			X
Scooter/Skateboard Rack ⑧			X
Washer and Dryer - High School / Middle School (Repair/Replace) ⑧	X		

LEGEND	
①	Equipment purchased by the site and or donated, not approved by the District/M&O prior to purchase, is a site responsibility for purchase and on-going maintenance
②	If equipment is not economical to repair (disposable) at the discretion of the respective funding department (i.e. equipment valued less than \$500)
③	Requires Minor Capital Project (MCP) Approval
④	Maximum charge to site -\$1,000
⑤	Replacement lamps for projectors are responsibility of site

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⑥	If equipment fails outside of warranty coverage, site funding responsibility
⑦	Submit a work order to M&O (School Dude)
⑧	Call Purchasing Department - 760-416-6212
⑨	ETIS - 760-992-3200
⑩	Requires contacting Transportation Department - 760-322-3699