

**Homer Central School District  
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**Michael J. Falls  
Director of Business and Finance**

**MEMORANDUM**

To: BOE/Kelli Yacavone, District Clerk  
From: Michael J. Falls, Director of Business and Finance  
Re: Revision of the Resolution for Superintendent Approval of Change Orders for Capital Projects  
Date: June 9, 2015

**BE IT RESOLVED** by this Board of Education that, with limits as defined below, the Superintendent (**and in her absence, the Director of Business and Finance**) is authorized to approve Change Orders for Capital Projects subject to the following:

- a) Change Orders which result in a net decrease in the contract amount may be authorized by the Superintendent.
- b) Change Orders which result in a net increase in the contract amount of \$ 50,000 or less may be authorized by the Superintendent (**and in her absence, the Director of Business and Finance**).
- c) Change Orders which result in a net increase in the contract amount of greater than \$ 50,000 shall require prior approval by the Board of Education, unless such prior approval is not practicable.

Whenever Change Orders are authorized by the Superintendent (**and in her absence, the Director of Business and Finance**) the log of such Change Orders shall be provided to the Board of Education in the next construction report.