

**SUPERVISION OF CONSTRUCTION  
(Clerk of the Works)**

The Board shall employ a clerk of the works who shall be directly responsible to the school Board for review of the architect's activities in his supervision of building construction. This review shall include adequacy of field inspection of the contractor's operations, administrative activities of the architect relating to construction, and any other matters relating to the interest of the school district. The district's representative shall make periodic reports certifying by his personal knowledge that the work of the construction contractor and the architect is being performed in accordance with plans, specifications, and contracts.

Change orders will be recommended by the clerk of the works to the Superintendent of Schools who will determine whether or not it is a matter for Board consideration. If the Superintendent decides Board consideration is not necessary, then the signature of the Superintendent shall be considered Board action.

Upon completion of the building construction and a final inspection of all aspects by the architect, contractors, and school officials, a recommendation for its acceptance is made to the Board.

LONDONDERRY SCHOOL BOARD

Adopted: June 12, 1978