

# UNIONVILLE- CHADDS FORD SCHOOL DISTRICT

SECTION: FINANCES

TITLE: PURCHASES BUDGETED

ADOPTED: January 20, 2015

REVISED:

611. PURCHASES BUDGETED	
<p>1. Authority SC 751, 807.1</p>	<p>It is the policy of the Board that when funds are available all purchases contemplated within the current budget and not subject to bid shall be made in a manner that ensures the best interests of the district.</p>
<p>2. Delegation of Responsibility SC 609, 751, 807.1</p>	<p>All purchases that are within budgetary limits may be made upon authorization of the Purchasing Agent, Director of Business and Operations, Board Secretary, and/or Superintendent, unless the contemplated purchase is for more than \$19,100, in which case prior approval by the Board is required.</p>
<p>SC 609, 751, 807.1</p>	<p>All purchase order requests must be referred to the Director of Business and Operations who shall check whether the proposed purchase is subject to bid; whether sufficient funds exist in the budget; and whether the material might be available elsewhere in the district.</p> <p>No purchase of goods or services exceeding \$1,000 shall be paid from district funds unless made on a district-approved purchase order.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 508, 609, 751, 807.1</p>