

SEVEN GENERATIONS CHARTER SCHOOL	SECTION: FINANCES
	TITLE: 611 – PURCHASES BUDGETED
	ADOPTED: 10 May 2016
	REVISED:

Policy	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 school.
Delegation of Responsibility	<p>All purchases that are within budgetary limits may be made upon authorization of the Business Manager and/or the CEO, unless the contemplated purchase is for more than \$19,100, in which case prior approval by the Board is required.</p> <p>All purchase order requests must be referred to the appropriate administrator, who shall check as to 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 school.</p>
References	School Code – 24 P.S. Sec. 508, 609, 751, 807.1