

SCHUYLKILL VALLEY SCHOOL DISTRICT

SECTION: FINANCES

TITLE: PURCHASES BUDGETED

ADOPTED: February 26, 2001

REVISED: June 24, 2013

611. PURCHASES BUDGETED	
1. Authority SC 751, 807.1	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.
2. Delegation of Responsibility SC 609, 751, 807.1	All purchases that are within budgetary limits may be made upon authorization of the Purchasing Agent, Business Manager, Board Secretary, and/or Superintendent, unless the contemplated purchase is for more than \$18,900, for the period January 1, 2013 to December 31, 2013, and each year thereafter the amount changes by Consumer Price Index (CPI), as published in the Pennsylvania Bulletin, in which case prior approval by the Board is required.
SC 609, 751, 807.1	All purchase order requests must be referred to the department head, building principal, or Superintendent, 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.
	References: School Code – 24 P.S. Sec. 508, 609, 751, 807.1