

Lower Merion School District

Policy No.:
Section:
Title:
Date Adopted:
Date Last Revised:

610
FINANCES
PURCHASING
11/16/09

610 PURCHASING

Purpose and Statement of Policy

State law and the interests of the community require fiscal responsibility by the Board in the operation of the District. Appropriate fiscal controls shall be adopted to ensure that public funds are not disbursed in amounts in excess of the appropriations provided to the District.

All expenditures submitted by the Administration to the Board for approval shall have been reviewed and approved by the Administration in accordance with District practices and procedures.

Delegation of Responsibility

Within the following guidelines, it shall be the responsibility of the Superintendent or his designee to establish a procurement framework that will achieve the objectives of securing those items deemed essential to the operation of the school program as wisely, cost-effectively, and expeditiously as possible while complying with all applicable laws and District policies.

1. Purchases Budgeted - All purchases of goods and services that are within budgetary limits may be made upon authorization of the Business Manager.
2. Purchases Not Budgeted – Budgetary transfers shall be authorized by an affirmative vote of two-thirds of the full number of Board members when such transfers are initiated by the Business Manager and recommended by the Superintendent.
3. Cooperative Purchasing – The Board authorizes the Business Manager to negotiate appropriate cooperative purchase agreements with other local governments, in accordance with law and Board policy.

24 P.S. §6-609
24 P.S. §6-610
24 P.S. §6-687(d)
24 P.S. §7-751
24 P.S. §8-801
24 P.S. §8-807.1
53 Pa.C.S.A. 2301 et seq.