

**UNAUTHORIZED PURCHASES**

All purchases must be made in a manner consistent with policy (HCAA) and accompanying regulations and only with properly delegated authority. Purchases that are unauthorized shall become the financial responsibility of the purchaser. Purchases made in violation of the purchasing policy or rules may become the financial responsibility of the purchaser subject to an investigation of the alleged violation conducted by the Business Manager or Board President when the alleged violation relates to the Business Manager or Superintendent. District employees may be subject to additional disciplinary consequences for making unauthorized purchases, including, but not limited to, revocation of purchasing authority.

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Complementing NDSBA Templates (may contain items not adopted by the Board)

- HCAA, Purchasing

**End of Yellowstone Policy DEBJ ..... Adopted: 8/17/2020**

**Reviewed: 1/20/2025**