

BUSINESS AND NONINSTRUCTIONAL OPERATIONSExpenditures/Expending Authority

The Governing Board recognizes its fiduciary responsibility to oversee the prudent expenditure of district funds. In order to best serve district interests, the Superintendent or designee shall develop and maintain effective purchasing procedures that are consistent with sound financial controls and that ensure the district receives maximum value for items purchased. He/she shall ensure that records of expenditures and purchases are maintained in accordance with law.

(cf. 3000 - Concepts and Roles)
(cf. 3100 - Budget)
(cf. 3350 - Travel Expenses)
(cf. 3400 - Management of District Assets/Accounts)
(cf. 3460 - Financial Reports and Accountability)
(cf. 9270 - Conflict of Interest)

The Superintendent or designee may purchase supplies, materials, equipment and services up to the amounts specified in Public Contract Code 20111, beyond which a competitive bidding process is required. The Board shall not recognize obligations incurred contrary to Board policy and administrative regulations.

The Superintendent or designee may authorize an expenditure which exceeds the budget classification allowance against which the expenditure is the proper charge only if an amount sufficient to cover the purchase is available in the budget for transfer by the Governing Board.

All transactions entered into by the Superintendent or designee on behalf of the Board shall be reviewed by the Board every 60 days.

No district funds shall be expended for the purchase of alcoholic beverages.

The Board shall not recognize obligations incurred contrary to Board policy and administrative regulations.

*Legal Reference:**EDUCATION CODE*

17604 Delegation of powers to agents; liability of agents
17605 Delegation of authority to purchase supplies and equipment
32435 Prohibited use of public funds
35010 Control of district; prescription and enforcement of rules
35035 Powers and duties of superintendent
35272 Educational and athletic materials
38083 Purchase of perishable foodstuffs and seasonal commodities
41010 Accounting system
41014 Requirement of budgetary accounting

PUBLIC CONTRACT CODE

20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder

Policy adopted: 4/09/02

Policy revised: 10/10/06