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PURCHASING PROCEDURES

The School Board desires to ensure that maximum value is received for money spent by the district and that records are kept in accordance with law. The Superintendent or designee may issue and sign purchase orders. Purchase orders in excess the limit set forth in Board Policy 3300 (Expenditures and Expending Authority) will require prior approval of the Board. Purchases may not be segmented in order to circumvent the requirement for prior approval.

No employee, officer or agent of the District may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible or personal benefit from a firm considered for a contract. The officers, employees and agents of the District may neither solicit nor accept gratuities, favors of anything of monetary value from contractors or parties to subcontracts. However, non-substantial gifts of nominal value may be accepted if the item is non-solicited. Employees in violation of this conflict of interest section are subject to disciplinary measures set forth in statute, board policy, and applicable negotiated agreements, up to and including termination.

Purchasing items locally is an important function of supporting our local economy by keeping dollars flowing through the community of Wrangell. The local business community has shown unwavering support of our schools and students. Wrangell Public Schools recognizes the importance of returning this support by purchasing products and supplies locally whenever reasonable while exhibiting good stewardship of public funds.

The School Board encourages the selection of Alaskan products when such products meet the needs of the district and shall adhere to state law regarding purchasing preference for Alaskan products.

ALASKA STATUES
14.08.101 Powers (Regional school boards)
14.14.060 Relationship between borough school district and borough
14.14.065 Relationship between city school district and city
29.71.050 Procurement preferences for recycled Alaska products
36.30 State Procurement Code
37.05 Fiscal Procedures Act

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PURCHASING PROCEDURES

CODE OF FEDERAL REGULATIONS
2 C.F.R. 200.317-326, Procurement Standards

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