

MONROE CAREER AND TECHNICAL INSTITUTE

SECTION: FINANCES

TITLE: PURCHASES NOT BUDGETED

ADOPTED: JULY 11, 2011

FIRST READING: JUNE 6, 2011

612. PURCHASES NOT BUDGETED	
<p>1. Authority SC 609, 610, 1850.1</p> <p>SC 609, 666,687</p>	<p>The laws of the state and the interests of the community require fiscal responsibility by the Joint Operating Committee in the operation of the school. Appropriate fiscal controls shall be adopted to ensure that public funds are not disbursed in amounts in excess of the appropriations provided to the school.</p>
<p>2. Guidelines</p>	<p>When funds are not available for a proposed appropriation, a legal transfer from one class of expenditure to another may be made by the Joint Operating Committee in the last nine (9) months of the fiscal year if it is apparent that the necessary surplus funds do exist in another appropriation, the procedures specified in the school Code are followed and it can be demonstrated that the proposed expenditure would be educationally warranted in the current fiscal year.</p>
<p>School Code 609, 610, 666, 687, 1850.1</p> <p>Joint Operating Committee Policy 611</p>	<p>In the event of emergency, which exists whenever the time required for the Joint Operating Committee to act in accordance with regular procedures would endanger life or property or threaten continuance of existing school classes, a purchase order may be authorized by the Director or the Business Manager.</p> <p>Any expenditures in excess of appropriations made in conformance with this policy shall be reported to the Joint Operating Committee at the next meeting with a recommendation of funds to be transferred to cover said purchase.</p>