POLICY

No. 607

Board of Trustees
Douglas County School District

FINANCES

PURCHASES BUDGETED

It shall be the policy of the Board that, when funds are available, all purchases contemplated within the current Board-approved budget and not subject to separate Board award or competitive bidding requirements shall be made in a manner that provides maximum educational value for the District, and in compliance with applicable procurement laws, Board policies, administrative regulations (including the 606 series), and, when applicable, federal procurement standards for purchases made with federal funds.

All purchases that are within budgetary limits and were originally contemplated within the Board-approved budget may be made upon authorization of the Chief Financial Officer or designee, consistent with Board policy, administrative regulations (including AR606(a)–(e)), and any spending controls or restrictions adopted by the Board as part of the District's fiscal solvency plan.

In the interests of economy, fairness and efficiency in its business dealings, the Board requires that items commonly used in the various schools be standardized to the maximum feasible extent consistent with educational goals of the District and in a manner that does not reasonably restrict competition. Opportunity shall be provided to as many responsible suppliers as practicable to do business with the School District, and the Chief Financial Officer or designee shall maintain lists of potential suppliers for various types of supplies, equipment and services. The Chief Financial Officer or designee may make alternate suggestions to the requisitioner if, in their judgment better service, delivery, economy, or utility can be achieved by changing the proposed order.

Upon the placement of a purchase order, funds shall be committed against a specific appropriate budget line item to guard against the creation of liabilities in excess of appropriations in each budget category and to support accurate financial reporting and monitoring of District's fiscal solvency plan.

Reference:
NRS Chapter 332 – Purchasing: Local Governments
NRS Chapter 338 – Public Works (as applicable)
2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (as applicable to procurement)
2 CFR Part 3474 – U.S. Department of Education Uniform Administrative Requirements (as applicable)

Date Adopted: 8/12/80
Date Revised: 6/10/86
Date Revised: 3/26/2026