

MENOMINEE INDIAN SCHOOL DISTRICT

672

PURCHASING

The official budget document shall be considered as the authority for all expenditures which are made during the fiscal year. The principal concern of the Board of Education shall be that the overall expenditure for any fiscal period shall not exceed the budgeted amount for any one fund. Categorical breakdowns within funds shall be used primarily for budget control for the current fiscal year and for future budget planning.

The District Administrator or his/her designee shall approve all purchases made in the name of the District except those authorized by direct action of the Board.

The District shall follow a policy of centralized purchasing, except for those specialized materials which relate directly to the instructional program in the particular schools. The District Administrator and head bookkeeper have the overall administrative responsibility for all purchase of equipment, materials, supplies and services.

The District may give preference to purchasing products and services from within the District community, provided that such products and services shall be competitive.

LEGAL REF.: Sections 65.90 Wisconsin Statutes
120.12(24)
120.13(5), (33)

CROSS REF.: 672-Rule, Purchasing Procedures

APPROVED: December 1984

REVISED: March 1996
April 1997
May 1997
January 1998
April 3, 2006