

UNION #39

POLICY DF

PURCHASING SUPPLIES AND MATERIALS

The Union #39 School District has established this policy because it recognizes its obligation to the taxpayer, which requires that financial waste be avoided, while at the same time recognizing the importance of providing students and teachers with high quality materials to utilize the instruction programs.

The Board authorizes the administration to develop procedures that will result in all purchases having prior approval and being accompanied by a purchase order.

DATE WARNED: July 2, 1997

DATE ADOPTED: July 21, 1997

DATE REVIEWED: October 15, 2003

LEGAL REFERENCES: _____

POLICY CROSS REFERENCE: _____

PROCEDURE REFERENCE: _____