

Tyrone Area School District

TITLE: PURCHASES NOT BUDGETED

ADOPTED:

REVISED:

612. PURCHASES NOT BUDGETED	
1.Purpose SC 609	<p>The laws of the State and the interests of the community require fiscal responsibility by the Board in the operation of the school district. Appropriate fiscal controls are hereby adopted to insure that public funds are not disbursed in amounts in excess of the appropriations provided this district.</p>
2.Authority SC 609, 666, 687(d)	<p>When funds are not available for a proposed appropriation, a legal transfer from one class of expenditure to another may be made in the last nine months of the fiscal year by the Board if it is apparent that the necessary surplus funds do exist in another appropriation and if 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>
3.Guidelines Pol. 611	<p>Under normal conditions, planned purchases that would exceed the amount appropriated by no more than 25% may be placed following the Board's normal policy (Pol. 611) by the Business Manager and Superintendent provided a sufficient amount is available in some other category of the budget for transfer by the Board to cover the purchase.</p> <p>When the proposed purchase would exceed the appropriation by more than 25%, such orders may only be placed by upon approval of the Board.</p> <p>In the event of emergency (which exists whenever the time required for the Board to act in accordance with regular procedures would endanger life or property or threaten the continuance of existing school classes), a purchase order up to the amount of \$5000 may be authorized by the Superintendent.</p> <p>When budgeted funds are allocated on a building basis, the total amount so budgeted may not be exceeded without prior approval as noted above.</p> <p>Any expenditures in excess of appropriation made in conformance with this policy shall be reported to the Board at the next meeting with a recommendation of funds to be transferred to cover said purchase.</p>

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<p>School Code 609, 666, 687(d)</p> <p>Board Policy 611</p>	
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