

REFERENCE COPY

FILE: DJDB
Basic

PURCHASING AUTHORITY OF SUPERINTENDENT

The superintendent of schools, or his/her designee, is authorized by the Board of Directors to act on behalf of the school district to do the following:

1. Approve expenditures of funds of up to ~~\$25,000~~ **50,000**.
2. Execute a contract or other agreement obligating the district to not more than ~~\$25,000~~ **50,000**.
3. In cases where the Board has previously approved a contract with a vendor to provide goods, materials or products to the district at a specified price (term and supply contract), the superintendent may approve purchases made pursuant to such a contract for up to ~~\$25,000~~ **50,000**.

Expenditures or contracts approved pursuant to this policy must be within adopted budget limitations and must meet all state, federal or other legal requirements, including specifically all statutory requirements pertaining to competitive bidding.

The superintendent or his/her designee is further authorized to approve expenditures of funds in excess of ~~\$25,000~~ **50,000** or to execute contracts obligating the district to more than ~~\$25,000~~ **50,000** in emergency situations where immediate action is required upon consultation and approval of the Executive Committee called into Special Session by the President of the Board. Whenever such an action is taken, it shall be presented at the next immediate meeting of the full Board.

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Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.

Adopted: 05/15/2001

Revised: |

Kansas City 33 School District, Kansas City, Missouri

EXPLANATION: Changes made at district's request.