



Section: FINANCES
 Title: PURCHASES NOT BUDGETED
 Adopted: August 19, 2003
 Revised:

	610. PURCHASES NOT BUDGETED	
<p>1. Purpose</p> <p>2. Authority</p> <p>3. Guidelines</p>	<p>The laws of the State and the interests of the school require fiscal responsibility by the Joint Operating Committee in the operation of the school. Appropriate fiscal controls are hereby adopted to insure that public funds are not disbursed in amounts in excess of the appropriations provided this school.</p> <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 Joint Operating Committee 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.</p> <p>Under normal conditions, planned purchases that would exceed the amount appropriated by no more than \$1,000 may be placed by the Business Administrator following the Joint Operating Committee's normal policy, provided a sufficient amount is available in some other category of the budget for transfer by the Joint Operating Committee to cover the purchase. When the proposed purchase would exceed the appropriation by more than \$1,000 such orders may only be placed by the Business Administrator upon the approval of the Joint Operating Committee.</p> <p>In the event of an emergency (which exists whenever the time required for the Joint Operating Committee 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 needed may be authorized by the Joint Operating Committee Secretary and the Joint Operating Committee Chairperson.</p> <p style="text-align: right;">School Code</p>	<p>§ 609, 687 (d)</p> <p>§ 609, 687 (d)</p>