

MONONA GROVE SCHOOL DISTRICT

Board Policy 672

PURCHASING

It shall be the goal of the Board and the administration to secure materials, equipment and services for the district at the best prices that can be obtained working within approved budget allotments. In addition to the best price, consideration shall also be given to such factors as the quality of the product, vendor conformity to specifications, service record, delivery terms and general suitability to the requirements and needs of the district.

The Director of Business Services shall serve as the purchasing agent for the district and shall work with all administrators and staff in carrying out established purchasing procedures.

Except as otherwise provided, any purchase costing \$15,000 or less may be made at the discretion of the Director of Business Services or Superintendent. Purchases costing more than \$15,000 must be approved by the Board.

LEGAL REFERENCES: Sections 66.0133 Wisconsin Statutes
120.12(24)
120.13(5) & (33)

CROSS REFERENCES: Administrative Rule 672, Purchasing Procedures and Guidelines
Board Policy 622.1, Budget Transfers
Board Policy 672.1, Quotation/Bidding Requirements

BOARD APPROVAL: April 9, 2003