

***Purchasing in Excess of Apportionment***

It is the policy of the Board that when an amount is not available within the budget allocation for a purchase and the equipment or supplies are required in the current school year, the following conditions shall be met:

1. The Assistant Superintendent for Business may authorize budget transfers between and within functions - object appropriations as necessary.
2. The Board of Education will be informed of any such transfers in excess of \$2,000 at each regular monthly meeting.
3. Under emergency conditions the Board President, Superintendent, Assistant Superintendent for Business, and an appropriate Board member may authorize expenditures beyond the bidding limits stipulated in General Municipal Law Section 103. An emergency is defined for purposes of this policy as a situation in which the life, health or safety of children or staff could be affected, or an imminent danger exists to District property. It is not intended that "emergencies" be permitted to occur as a result of inadequate planning, delay, etc. The Board shall take action to transfer the funds necessary to cover the emergency purchase at its next meeting.