

BUSINESS AND NON-INSTRUCTIONAL OPERATIONS

EXPENDITURES

PURCHASING EMERGENCY

When an expenditure under normal conditions would require prior Board approval, an exception is permitted for an emergency situation. An emergency situation is one in which failure to act immediately shall cause appreciable damage to physical facilities, interrupt the educational program, or endanger the life or health of students, staff or community.

As soon as possible, the administrator will call the President of the Board to describe the situation and the necessity for the purchase. The President will determine whether a special meeting of the Board is required or whether the situation can be reported at the next regular meeting to request Board confirmation.

Adopted: December 13, 1994

Revised: March 16, 1998