

PURCHASING

The Board of Education authorizes and directs the Superintendent or designee to execute contracts with proper vendors in accordance with state law to purchase subsistence amounts of perishable foods without competitive bids. This policy shall be published annually as required by law, along with the procedures by which authorized vendors may become eligible to submit quotations.

Staff members authorized by the Superintendent or designee are authorized to purchase not more than \$250 worth of food supplies in any month for the cafeterias or food preparation classes, life skills program, Science programs and any other Board approved curriculum program authorized by the Superintendent or designee without soliciting quotations. Such purchases must be documented according to law.

Legal References:

<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
<u>N.J.S.A.</u> 18A:18A-5(a)6	Exceptions to requirements for advertising
<u>N.J.S.A.</u> 18A:18A-6	Standards for purchase of fresh milk; penalties; rules and regulations
<u>N.J.A.C.</u> 6A:23A-16.5	Supplies and equipment

Possible

Cross References:

*3320	Purchasing procedures
3571	Financial reports

* Indicates policy is included in the Critical Policy Reference Manual

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