

York Adams Academy

Title: Purchases Not Budgeted

Number: 612

Status: Active

Legal References

24 P.S. 607

24 P.S. 609

24 P.S. 631

24 P.S. 687

Pol. 611

Purpose

The laws of the state and the interests of the community require fiscal responsibility by the Joint Board of Directors (“Board”) of the York Adams Academy (“Academy”) in the operation of the Academy. Appropriate fiscal controls shall be adopted to ensure that public funds are not disbursed in amounts in excess of the appropriations provided to the Academy.

Authority

When funds are not available for a proposed appropriation, a legal transfer from one class of expenditure to another may be made by the Board in the last nine (9) months of the fiscal year if it is apparent that the necessary surplus funds do exist in another appropriation, the procedures specified in the School Code are followed, and it can be demonstrated that the proposed expenditure would be educationally warranted in the current fiscal year.

Guidelines

In the event of emergency, which exists whenever the time required for the Board to act in accordance with regular procedures would endanger life or property or threaten continuance of existing Academy classes, a purchase order may be authorized by the Superintendent of Record. All purchases of an emergency nature shall require a purchase order number.

When budgeted funds are allocated on a building basis, the total amount budgeted may not be exceeded without prior approval.

Any expenditures in excess of appropriation made in conformance with this policy shall be reported to the Board at the next meeting, with a recommendation of funds to be transferred to cover said purchase.