CAPITAL AREA SCHOOL FOR THE ARTS CHARTER SCHOOL

SECTION: FINANCES

TITLE: PURCHASES NOT BUDGETED

ADOPTED: September 8, 2014

REVISED:

612. PURCHASES NOT BUDGETED

1. Purpose
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The laws of the State and the interests of the community require fiscal responsibility by the Capital Area School for the Arts Charter School Board in the operation of the school. Appropriate fiscal controls are hereby adopted to ensure that public funds are not disbursed in amounts in excess of the appropriations provided this school.

2. Authority
SC 609, 666, 687(d)

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

3. 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 the continuance of existing school classes, a purchase order may be authorized by the principal.

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

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.

School Code
1306, 1361, 2561

Board Policy
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