



## TUCSON UNIFIED SCHOOL DISTRICT

MEETING      March 25, 2014  
OF:

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TITLE:            Governing Board Policy DJ - Purchasing Procedures, as approved on December 10, 2013

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ITEM #:          16

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Information:

Study:

Action:          X

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PURPOSE:

To study and adopt Policy DJ - Purchasing Procedures.

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DESCRIPTION AND JUSTIFICATION:

This policy contains the required rules and procedures to follow when purchasing goods or services on behalf of the District. It is being revised due to the adoption by the State Board of Education on October 28, 2013 of the proposed rule for R7-2-1002 regarding school district procurement bid threshold, which is now \$100,000. Additionally, there are changes made to who is authorized to approve procurements and new language has been inserted regarding the use of District Procurement cards (pcards). While this policy is not the ASBA Model, it is based on several Model policies. The title is also being revised from Purchasing Procedures to Procurement Policy.

This relates to all of the Superintendent's goals.

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BOARD POLICY CONSIDERATIONS:

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LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

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Legal Advisor Signature (if applicable)

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BUDGET CONSIDERATIONS:

Budget Certification (for use by Office of  
Financial Services only):

\_\_\_\_\_ District Budget  
 \_\_\_\_\_ State/Federal Funds  
 \_\_\_\_\_ Other  
Budget Cost   Budget Code

Date  
 I certify that funds for this expenditure in the amount of \$  
 are available and may be:  
 Authorized from current year budget  
 Authorized with School Board approval  
 Code:   Fund:

INITIATOR(S):

Mary Alice Wallace, Director of Staff Services to the 3-19-14  
 Governing Board

Name	Title	Date
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DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<b>ATTACHMENTS:</b> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">         Click to download  <a href="#">Procurement Policy DJ</a> </div>
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TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM  
 CONTINUATION SHEET

