

**CONTRACTS/SIGNING AUTHORITY**

Contracts for materials, supplies and equipment in the amount of \$10,000 or more and services in the amount of \$5,000 or more per fiscal year to a single provider shall be approved by the Board of Education.

The Superintendent, or designee, is authorized to enter and sign contracts on the school district's behalf for materials, supplies, equipment and services for amounts less than those stated above.

Recommendations for bid awards shall be reviewed by the Finance and Operations Committee.

Any contract or bid award brought before the Board for approval shall be identified with the line-item account number(s) funding it, and appropriations available within the account number(s) shall be sufficient to fund the cost of the contract or bid award.

**Contract Routing:**

The Superintendent of Schools, or designee, shall have the authority to sign contracts after approval by the Board of Education.

Board Approved: 9/10/2007  
R/Approved: 11/9/2009