

**Purchasing**

The function of purchasing is to serve the educational program by providing the necessary supplies, equipment, and services.

The Wallingford Board of Education declares its intention to purchase competitively without prejudice and to seek maximum value for every dollar expended.

The acquisition of supplies, equipment, and services will be centralized in the business, office, which functions under the supervision of the business manager and through whose office all purchasing transactions are conducted excluding the food service program.

**Policy Adopted: 1/13/92**

**Policy Revised: 6/16/03**