

BusinessPurchasing Procedures

The comptroller shall keep a full and complete record of all fiscal transactions of the Board of Education and shall be the disbursing officer of the Board of Education. All purchases made by the Board of Education with the exception of the purchase of textbooks and scientific equipment and other instructional materials for the use of the department of education shall be made under the supervision of the purchasing agent and the department of finance.

The business manager shall be designated as an assistant purchasing agent for the City.

Legal Reference: CHARTER - City of Norwich, CT  
Chapter XIII, Section 2  
Code of Ordinances - City of Norwich, CT  
Chapter 7, Article II Purchases, Sales and Contracts  
7-34(b)

Policy  
adopted: 12/18/84

NORWICH PUBLIC SCHOOLS  
Norwich, Connecticut