

OBJECTIVES

The Board recognizes its responsibility to the community for maintaining an Educational Program that meets the minimum standards set by law and provides such additional program as are desired to meet educational goals in this District while insuring that public moneys expended by the School District are utilized in a manner that will insure full value to the taxpayer; adequate constraints and records shall be established to insure that end.

The Board, by law, holds the authority to fix the budget, approve bids, pass upon expenditures of the District, and to set policies for the operation of the District.

It shall, therefore, be the policy of the Board of Trustees of the West Hills Community College District to:

1. Obtain the maximum value for each dollar expended.
2. Comply with all applicable provisions of state and federal laws governing school district purchasing.
3. Establish specifications that are descriptive of materials desired and that are sufficiently broad to promote competitive bidding.
4. Publicly open advertised bids at the prescribed times and place.
5. Attract and develop a group of responsible bidders able to offer the best prices consistent with quality, delivery and service.
6. Serve the best interest of the District in all transactions.
7. Give all bidders an equal opportunity to qualify for school business.
8. Refrain from accepting any gratuities which might compromise their objectivity in dealing with vendors.

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WEST HILLS COMMUNITY COLLEGE  
Objectives

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## FINANCE

9. When feasible acquire materials from State or Federal Surplus property sources.
10. Purchase in-District where consistent with the policies listed therein.
11. Participate in cooperative purchasing with other governmental agencies when consistent with a procedure that will result in fairness to both the vendors and the District.

Ed. Code 81640 et seq., 85000 et seq., 85231

Board approval date: \_\_\_\_\_