

## **RESALE PURCHASES**

Laramie County School District No. 2 shall set aside funds for the purpose of purchasing resale items external from the various building budgets. It shall be administered as follows:

- A. Each high school shall designate a resale amount for the upcoming school year.
- B. When purchases are made by a school from the designated amount, it shall be shown as a credit to the resale account and a debit to the school inventory.
- C. Expenditures and inventory must at all time equal at least the school beginning dollar amount.
- D. As resale items are sold, funds collected shall be debited to the respective accounts and inventory credited for a like amount.

Other stipulations are as follows:

- 1. Purchase orders will not be honored which will extend purchases beyond the designated dollar amount.
- 2. Resale items must reflect all costs.
- 3. Students will be required to provide at least 50% of the cost of the equipment/materials before ordering to provide a commitment on the part of the student.

Adoption Date: December 13, 2004