**Subject:** Contracts
**Effective Date:** May 24, 2013
**Approved By:** Board of Directors
**Policy:** 4001.1

As specified by law, the power to contract is invested in the Board of Directors. However, in order to ensure the smooth running of the school, the Board delegates the power to enter into contracts on behalf of the school to the following designees provided the conditions below are met:

- Superintendent*
- Assistant Superintendent of Business & Administrative Operations
- Assistant Superintendent of Facilities & IT
- Assistant Superintendent of Personnel

1. The designee will have the authority to sign contracts up to $50,000 without prior Board approval.
2. All contracts over $50,000 must be approved by the Board prior to execution by the designee.
3. All contracts between $10,000 and $50,000 must be presented to and subsequently ratified by the Board subsequent to the designee's execution of contract.
4. All contracts between school and outside agencies shall conform to standards required by law and shall be prepared under the direction of the designee.
5. In addition to complying with all conditions herein, all contracts involving federal grants or other federal programs shall also fully comply with all applicable federal procurement guidelines related to such programs.
6. The school upholds state nondiscrimination laws. All contracts made by the school shall contain a nondiscrimination clause in accordance with law.
7. The school shall not enter into a contract that prohibits a school employee from disparaging the goods or services of the contracting party.

8. *The Superintendent will not sign contracts between Springs Charter Schools, River Springs Charter School, Harbor Springs Charter School, and/or Empire Springs Charter School.