

ALMA D'ARTE CHARTER HIGH SCHOOL  
FISCAL MANAGEMENT POLICY

Policy No. FM0005  
Adopted: 06/15/2020  
Amended:  
Updated:

**SUBJECT: PROCUREMENT PROCEDURES**

**PURPOSE:** The purpose of Policy is to ensure school procurements promote the efficient use of public funds and comply with state and federal laws and regulations.

**BACKGROUND:** The Governance Council encourages procurement of goods and services from local and/or small businesses, when feasible.

**POSITION:**

- (A) The purchase or procurement of goods or services shall be made in accordance with the New Mexico Procurement Code, NMSA 1978 §13-1-11 through 13-1-199.
- (B) The school will identify person at the school to serve as the Chief Procurement Officer in compliance with the New Mexico Procurement Code §13-1-97, NMSA 1978.
- (C) The purchase of goods or services with federal funds shall be made in accordance with the Regulations of the Offices of the Department of Education 34 CFR Subtitle B and the New Mexico Procurement Code.
- (D) When procuring property and services under a federal award, Alma d'arte, must follow the same policies and procedures it uses for procurements for non-federal funds. All other non-federal entities, including Alma d'arte, shall comply with 2CFR Uniform Guidance Procurement Standards, 200.318 through 200.326.
- (E) The CAO/Principal shall promulgate a regulation for the enforcement of this policy.

*Legal Reference: NMSA 1978, §13-1-1 through §13-1-199 CFR 34(B); 2CFR UFR Uniform Guidance Procurement Standards, 200.318 through 200.326.*

END