

Office of the General Counsel
Walter J. Harvey, General Counsel

SUBJECT: **INITIAL READING: PROPOSED AMENDMENTS TO SCHOOL BOARD POLICY 6320, *PURCHASING***

COMMITTEE: **FISCAL ACCOUNTABILITY AND GOVERNMENT RELATIONS**

LINK TO STRATEGIC PLAN: **EFFECTIVE & SUSTAINABLE OPERATIONAL PRACTICES**

Consistent with the Board’s responsibility to review and update policies to reflect legislative and operational changes, and pursuant to Board action, authorization is requested for the Superintendent to initiate rulemaking proceedings to amend Policy 6320, *Purchasing*. Policy 6320 is mainly proposed for amendment in response to two School Board items passed in November 2025, an Office of the Inspector General (OIG) report issued in May 2025, and recent changes in Florida law governing local preferences.

Several amendments to Policy 6320 are proposed pursuant to November 2025 agenda items H-3, “Review and Amendment of Board Policy to Ensure Proper Procurement and Oversight of Income-Generating Contracts,” proffered by Board Member Roberto Alonso, and H-6, “Strengthening Accountability and Transparency in the Use of District Funds,” proffered by Board Member Dr. Steve Gallon III. In accordance with item H-3, the policy would be amended to address revenue-generating agreements—defined as “agreements for which no Board funds or internal school funds will be expended, but which are reasonably expected to result in funds being raised”—and require that if such agreements equal to or exceed \$100,000 in value, or will otherwise have a substantial impact on the District or community, or on student and employee health, safety and welfare, they must be recommended to the Board for approval. In accordance with item H-6, the policy would also be amended to change the frequency of the exempt purchases report from quarterly to monthly; expressly incorporate the exceptional-purchase noticing requirements of § 120.57, Florida Statutes, and require that all such purchases equal to or exceeding \$50,000 be included in this monthly exemptions report; and require the monthly exemptions report to include evidence of electronic noticing.

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Further, to address recommendations made in a May 2025 OIG report concerning purchasing cards (p-cards), the policy would be revised to clarify that p-cards and travel cards must have “spending” limits (as opposed to “credit” limits), and that a receipt or invoice must be submitted if a quote associated with a p-card or travel card purchase cannot be obtained.

Other proposed amendments to Policy 6320 are for clarity and brevity, and to otherwise address legislative changes. To ensure that the policy’s purchasing thresholds remain consistent throughout the District, the thresholds are proposed to be set out as three “tiers,” similar to how they are set out in statute. Additionally, to condense the policy for better ease of reference, provisions already stated verbatim in other policies (e.g., provisions specific to federal fund purchases) are proposed to be combined or deleted. References to “Certified Business Enterprises,” as defined in Policy 6320.02, and updates to District practices concerning the

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composition of selection committees, would also be added or revised in the policy. The reinstatement of the cone of silence in the context of bid protests would also be specifically addressed. Lastly, based on changes to §§ 255.0991 and 255.0992, Florida Statutes, provisions specific to local preferences for construction services are proposed to be deleted, and prohibitions applicable to public works projects are proposed to be added.

These amendments were drafted in collaboration with, and reviewed by the Superintendent, Cabinet, and District staff. The Notice of Intended Action and policy with strikethroughs and underlines are attached.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, authorize the Superintendent to initiate rulemaking proceedings in accordance with the Administrative Procedure Act to amend School Board Policy 6320, *Purchasing*.