

Willamina School District 30J

Code: **EDA**
Adopted: 2/14/05

Receiving and Warehousing

The district will provide for central purchasing, receiving, warehousing and distribution of supplies, equipment and materials common to the requirements of all schools.

A warehouse will be operated as an adjunct of the business operations division to store and to distribute supplies as requisitioned.

All materials needed for instruction, business and custodial operations by individual schools will be ordered from the warehouse when available from that source.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)