



# Purchase Order Rationale Form

Attach the completed form to your Budgetary requisition for approval

## **Educational Rationale:**

As a result of this purchase, please explain what students will learn or how students will benefit. Note any educational achievement or program that may be linked to this purchase.

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## **Operational Rationale:**

Provide a brief explanation for how this purchase is of operational value to your school/office. Note any benefits to the district. Explain whether any goods/services are being utilized on a regular basis and whether they are useful on a long-term basis.

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Originator Name: (Please type) \_\_\_\_\_ Date: \_\_\_\_\_

## *Signatures of Approval for Technology Purchases Only*

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Signature Date

Roberto Rubino- Chief Information Officer

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Signature Date

Michael Coscia- Director of Research, Planning & Evaluation