

PAYROLL POLICY

The Superintendent or his/her designee is authorized to certify payrolls and the Treasurer is authorized to issue checks on his/her signature, in accordance with the duly certified payroll.

The check signer will be controlled by the Treasurer. Administrative procedures for the use of the check signer will be established by the Treasurer.

Adopted 5/14/79
Revised 8/24/87
Adopted 1/10/96
Reviewed 3/14/05
Reviewed 4/10/2012