

VIGO COUNTY SCHOOL CORPORATION
TERRE HAUTE, INDIANA

File: DK

PAYMENT PROCEDURES

The School Board authorizes payments for goods and services which have been:

1. Purchased in accordance with the established budgetary limits.
2. Purchased according to the relevant purchasing policies and regulations.
3. Certified as having been received in acceptable condition.

Payment for said goods and services shall be paid monthly from a claim list presented by the Treasurer at the second meeting of the Board, provided the above conditions have been met.

Payment Without Prior Approval - For the purpose of paying salaries, fulfilling contractual agreements, obtaining cash discounts, and the meeting of certain financial emergencies as may be determined by the Superintendent of Schools or designee, the Treasurer is authorized to issue payment vouchers as necessary without prior approval of the Board, provided, however, that a separate listing of these payments is presented at the second Board Meeting in each month in which the claims docket is presented for the Board's consideration.

Adoption Date: October 12, 1977

Legal Ref:

Cross Ref: