

Series 3000

3326.1

Business and Non-Instructional Operations

Paying for Goods and Services: Payroll

The Superintendent of Schools shall supervise the preparation of all payrolls and shall certify payments for periods of approved absence in accordance with adopted policies of the Board of Education. The payroll clerk shall make deductions required by local, state, or federal regulations and other deductions authorized by individuals and approved by the Board of Education.

Each payroll, and other orders for payment by the town treasurer shall be signed by the Board of Education Chairperson or another member of the Executive Committee authorized to sign checks by the Board of Education.

Legal Reference: Connecticut General Statutes

10-248 Payment of school expenses.

Policy adopted: 2/12/98

Revised: 10/14/21

Eastford Board of Education