

# Decatur County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Payment Procedures</b>	Descriptor Code: <b>2.810</b>	Issued Date: <b>07/13/17</b>
		Rescinds: <b>2.810</b>	Issued: <b>08/12/99</b>

1 *Central Office*

2 The director of schools shall approve all claims for payment prior to their submission to the board.<sup>1</sup>

3 As operating procedure, the director of schools shall present to the board each month a list of bills for  
4 payment. The list will be supported by invoices and vouchers.<sup>2</sup>

5 *Individual Schools*

6 Schools may obligate themselves for the purchase of equipment, supplies, or services, provided  
7 payments are completed by June 30 of the current school year or a plan for future payments has been  
8 made by the principal and approved by the board.

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Legal References

1. TCA 49-2-206(b)(3)
2. TCA 49-2-206(b)(5)