

Hardeman County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Payment Procedures	Descriptor Code: 2.810	Issued Date: 01/10/13
		Rescinds:	Issued:

1 Central Office

2
3 The director of schools shall approve all claims for payment prior to their submission to the Board.¹

4
5 As operating procedure, the director of schools shall present to the Board each month a list of bills
6 for payment. The list will be supported by invoices and vouchers.

7
8 Individual Schools

9
10 Schools may obligate themselves for the purchase of equipment, supplies, or services, provided pay-
11 ments are completed by June 30 of the current school year or a plan for future payments has been
12 made by the principal and approved by the Board.

13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33

34 _____
35 Legal Reference:

36 1. TCA 49-2-206(b)(3)
37
38
39
40
41