

Business Procedures and Non-Instructional Series
700 Series

APPROVAL AND PAYMENT FOR GOODS AND SERVICES
Code No. 705.2

The Board of Directors shall issue warrants, upon audit and allowance by the Board, for all just claims against the school district for payment of freight, drayage, express, postage, printing, utilities, and other goods and services, and for payment of salaries pursuant to the terms of written contracts entered into by the Board.

All claims and salaries for which warrants have been issued prior to audit and allowance by the Board the Board shall be passed upon by the Board at its first meeting thereafter, and shall be entered on records in the regular minutes of the secretary.

The Board's finance committee shall approve vouchers by placing signatures of approval on the warrant register listing all bills, with the understanding that the vouchers be available for examination.

Listing of expenditures will be provided to board members prior to the meeting for their review. The board will approve the expenditures at the meeting.

Legal Reference: Iowa Code Sections 279.36, 291.8, 291.12, 279.30

Cross Reference: 705.6 Unpaid Warrants

Adopted: 04/13/1987
Reviewed: 1/18/2021
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