

PAYMENT OF ACCOUNTS

In accordance with the provisions of the Public Schools Act, the secretary-treasurer has authority to pay the accounts authorized by the school board that are payable by the school division and that have been included in the estimates of the school division for the year in which the account is payable.

Further to the provisions of the Public Schools Act, the board authorizes the secretary-treasurer to pay all accounts that are payable by the division under the following conditions:

- (1) The expenditures are within the budgetary estimates approved or special motions passed by the board for the year in which the account is payable.
- (2) The account is for goods or services purchased in accordance with purchasing policies and procedures approved by the board.
- (3) Expenditures that are not within approved budgetary estimates or incurred in accordance with approved policies and procedures shall be reported to the board, at the earliest opportunity and be approved by motion of the board.
- (4) The expenditure listing will be provided to the board on a monthly basis for confirmation. July and August listings will be provided at the first meeting of the fall term.

Effective Date:	March 16, 2004	Review Date:	February 13, 2018
Amended Date:			
Board Motion(s):	185/04		
Legal/Cross Reference:	The Public Schools Act, RSM 1987, c. P250		
