

**Nestucca Valley  
School District 101J**

Code: **DK**  
Adopted: 1/09/95  
Readopted: 1/12/11  
Orig. Code(s): DK

**Payment Procedures**

Payment will be authorized against invoices properly supported by approved purchase orders, with properly submitted vouchers, or in accordance with salaries and salary schedules approved by the Board.

As an operating procedure, the Board may request monthly lists of bills for payment from district funds. Actual invoices, statements and vouchers will be available for Board inspection upon request.

The superintendent or designee will be responsible for assuring that budget allocations are observed and that total expenditures do not exceed the amount allocated in the budget.

END OF POLICY

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**Legal Reference(s):**

[ORS 294.305 - 294.565](#)  
[ORS 328.460](#)

**Cross Reference(s):**

DIC - Financial Reports and Statements