

BUSINESS/NON-INSTRUCTIONAL OPERATIONS**PAYMENT PROCEDURES**

The Board of Education authorizes the Superintendent of Schools or the superintendent's designee to approve for payment all invoices for goods and services as specified in the adopted budget.

The purchase of any capital item, replacement item, or contractual service not included in the adopted budget shall be approved by the Board of Education.

The limit for "emergency" expenditures without Board of Education approval shall be \$4,000. All such expenditures shall have the approval of the Superintendent of Schools and shall be reported to the Board of Education at its next regular meeting.

Legal Reference: Connecticut General Statutes
10-284 Payment of school expenses.

Policy Adopted: 12/11/89

Policy Revised: 06/16/03, 05/24/21