

**PAYMENT PROCEDURES**

In keeping with the district's desire for efficient fiscal management, the following procedure for payment of its liabilities is in effect:

1. All manifests, supported by original invoices, will be approved and signed by the majority of the school board.
2. The school district treasurer will sign all the checks which will be mailed from the central office.

**Legal References:**

RSA 197:23-a, *School Meetings and Officers: Treasurer's Duties*

Adopted 2001

