

PAYROLL PROCEDURES

All payments to employees as compensation for duties performed for the school district shall be made through the established payroll procedures

The Superintendent of Schools shall be responsible for the certification of all payrolls. The District Treasurer shall issue checks in accordance with duly certified payrolls.

The Business ~~Manager~~ Official shall establish the procedures for payroll accounting and the integration of all payroll expense into the appropriation accounting system for budget control and administration.

Ref: Education Law § ~~1604; 1719; 1720; 2116-a~~ 1604(8)(13); 1719(16); 1720; 2116-a

Approved: July 1, 2001

Revised and Approved: October 1, 2007;