

Kimberly School District

FINANCIAL MANAGEMENT 7830

Signature Authority

Each building principal, the Director of Food Services, the District Athletic Director is appointed assistant treasurer to the district treasurer for signing school/district activity fund checks. Each building secretary and the superintendent's secretary is designated as a secondary signatory of activity or district checks.

Expenditures in activity funds in excess of one thousand dollars (\$1000) must have prior board approval. Expenditures in the food service fund in excess of five thousand dollars (\$5000) must have prior approval from the superintendent.

The board shall be provided monthly reports regarding the status of all activity or other district/school/department funds.

LEGAL REFERENCE:

Idaho Code Sections 33-705; 33-509 A

POLICY HISTORY:

Adopted: September 16, 2004

Revised: