DJEJ Payment Procedures

The superintendent shall recommend payment to vendors and suppliers

DJEJ

for goods and services upon satisfactory receipt of all goods or completion of

all services and for which there is a district purchase order number issued as

provided for in board policy. (See DJEG)

The board shall consider payment of bills recommended for payment at

regular board meetings except as provided for in policy. (See DJFAB)

The board may designate one or more employees to pay bills in

advance of any board meeting in order to avoid a penalty for late payment or to

take advantage of any early payment discount.

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