

MONTGOMERY  
COUNTY  
INTERMEDIATE  
UNIT #23

SECTION: FINANCES

TITLE: PAYROLL AUTHORIZATION

ADOPTED: MAY 26, 2010

REVISED:

<p>1. Authority SC 963 Pol. 302, 304, 305, 306, 308, 328</p> <p>2. Guidelines</p>	<p style="text-align: center;">614. PAYROLL AUTHORIZATION</p> <p>Employment of all permanent, temporary and part-time Intermediate Unit personnel must be approved by the Board. The Board shall authorize payment of salaries to employees.</p> <p>The minutes of Board meetings shall record all actions with regard to resignation, retirement, death or discharge of all employees, or non retention of a temporary professional employee. Each action shall include the name of the employee, date upon which salary or wages will terminate, and position formerly held.</p> <p>The payroll shall be certified by the Chief Financial Officer/Director of Management Services.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 963, 964</p> <p>Board Policy – 302, 304, 305, 306, 308, 328, 330</p>
---	--