

**Business and Noninstructional Operations**

**PAYMENT FOR GOODS AND SERVICES**

The Board of Trustees desires to have invoices paid on time in order that the district may take advantage of available discounts and avoid finance charges. The district shall not be responsible for unauthorized purchases.

(cf. 3300 – Expenditures/Expending Authority)

(cf. 3312 – Contracts)

(cf. 3314.2 – Revolving Funds)

(cf. 3400 – Management of District Assets/Accounts)

*Legal Reference:*

EDUCATION CODE

42630-42651 General provisions – orders, requisitions and warrants

42800-42806 Revolving cash fund

42810 Alternative revolving fund

42820 Prepayment funds

CODE OF CIVIL PROCEDURE

685.010 Rate of interest

GOVERNMENT CODE

5500 Definitions (facsimile signatures or seals)

5501 Filing and certification of manual signatures

5503 Unlawful use of facsimile signatures or seals

PUBLIC CONTRACT CODE

7107 Retention proceeds; withholding; disbursement

20104.50 Construction progress payments

Policy Adopted: 2/15/07

ORCUTT UNION SCHOOL DISTRICT  
Orcutt, California