

**Policy Title: Approval and Payment for Goods and Services      Policy No: 803.05**

All bills must be pre-approved by the St. Maries Joint School District No. 41 Board of Trustees before they can be paid.

Exceptions to this Policy may be to reimburse expenses incurred by a District employee while attending a pre-approved school-related meeting or for small petty cash items.

**Policy Cross Reference:**

**Legal Reference:**

**Policy History:**

Adopted: 01/20/1975  
Reviewed: 08/04/2008