

SEVEN GENERATIONS CHARTER SCHOOL	SECTION: FINANCES TITLE: 614 – PAYROLL AUTHORIZATION ADOPTED: February 23, 2016 REVISED:
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Policy	<p>The Board of Trustees of Seven Generations Charter School (“Board”) must approve the employment of all school personnel.</p> <p>Actions by the Board to employ staff must include the name of the individual, position title and rate of pay or reference to established rate. Job description for that position title must have been approved before staff can be employed in that position.</p> <p>All proper clearances and/or references should be received before any new staff are presented for Board approval. If clearances have not yet been received, this fact should be noted in proposal to Board and employment is contingent upon their receipt.</p> <p>The minutes of Board meetings shall record all actions with regard to resignation, retirement, death or discharge of all employees. Each action shall include the name of the employee.</p>
Delegation of Responsibility	The Board of Trustees of Seven Generations Charter School authorizes the Chief Executive Officer (CEO) or his/her designee to enforce this policy