

**N E W J E R S E Y S C H O O L B O A R D S A S S O C I A T I O N**

**GOVERNANCE & OPERATIONS**

**FILE CODE: GO/3400R**

BUSINESS OPERATIONS  
ACCOUNTS

Payroll Controls

Payroll checks are retained and issued by an outside vendor service which processes the payroll. The principal bookkeeper shall check and maintain all payroll records and payments.

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