

## STATEMENT OF POLICIES

NAME OF ORGANIZATION: \_\_\_\_\_

Contract #PC15-\_\_\_\_\_

Please state your policy for the listed items.

- Travel: We currently reimburse elected officials and/or employees at the rate of \$ \_\_\_\_\_.  
\$0.xx per mile
- Personnel: All personnel are hired by the \_\_\_\_\_  
Superintendent/judge/mayor/director
- All positions are announced stating the title and pay ranges for each position. All announcements of a position state “An equal Opportunity Employer M/F/D”
- Financial: The financial records are managed by \_\_\_\_\_,  
Please state name  
Financial Officer, and are kept in the office of the \_\_\_\_\_  
\_\_\_\_\_ located at \_\_\_\_\_.  
Superintendent/county judge/mayor/director Please give address
- Property: \_\_\_\_\_ is responsible for all equipment and property  
Please state name  
in our possession and an inventory is conducted at least annually.
- Procurement: We request bids for any item over \$ \_\_\_\_\_.  
Please insert dollar amount

**PRIDE will review your 2014 School Board Audit on the Kentucky Department of Education Web Site-District Financial Audits page.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_