

3025

Returned and Outstanding Checks

Returned Checks. Any individual or entity that writes a check to Teachwell which is returned due to insufficient funds must reimburse Teachwell in cash for the amount of the check plus a \$50.00 returned check charge. Individuals or entities whose checks are repeatedly returned due to insufficient funds may be prohibited from paying amounts due to Teachwell via check.

Outstanding Checks. The finance manager will review outstanding checks issued from Teachwell's accounts. Outstanding checks are those which have not been deposited by the payee within 180 days of issuance. The board authorizes the business manager to resolve all matters related to outstanding checks, including stopping payment and reissuing checks.

Adopted on: 8/15/2023

Revised on:

Reviewed on: