

**STUDENT ALTERNATIVES PROGRAM, INC. DBATRIUMPH PUBLIC HIGH
SCHOOLS (TPHS)
BOARD POLICY MANUAL
POLICY GROUP 5 – FISCAL MANAGEMENT
PAYROLL ADVANCES**

PG-5.410

Sec. 1. PURPOSE OF POLICY.

Through this policy, the Board of Directors (hereafter, the “Board”) of Student Alternatives Program, Inc. doing business as Triumph Public High Schools (TPHS) (hereafter, the “Charter District”) shall address the legal requirements, as applicable, pertaining to the advance payment of salary or wages to an employee.

Sec. 2. APPLICABILITY.

Unless otherwise indicated, this Policy PG-5.410 applies to the disbursement of Charter District funds to employee as an advance of their salary or wages or as a loan to be repaid from future salary or wages.

Sec. 3. AUTHORITY OVER FISCAL MATTERS.

Sec. 3.1. Controlling Policy. Unless otherwise indicated, the Board’s Policy PG-5.001, Authority Over Fiscal Matters, will govern and control over the policy statements set forth in this Policy PG-5.410.

Sec. 3.2. Delegate. For the Board policy pertaining to the Delegate and designee, see Section 3.2 and Section 4 of PG-5.001.

Sec. 3.3. Prudent Person Rule. See Policy PG-5.001, Section 7.

Sec. 3.4. Abuse and Waste Prohibited. See Policy PG-5.001, Section 8.

Sec. 4. PAYROLL ADVANCES AND LOANS PROHIBITED.

The Charter District does not issue payroll advances or loans to employees.

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CERTIFICATION

The Undersigned, being the Secretary of the Board, hereby certifies that the foregoing represents a true copy of the Board Policy PG-5.410, Payroll Advances, as adopted by the Board on May 16, 2026, which Policy is in full force and effect and has not been amended or repealed.



Joe Curry, Secretary/Treasurer



Date Certified