

District Financial Portal

Submitter Information

Submitter Name *

Paige Sorensen

Agency *

Kittitas School Dist #403

Submitter Role *

Payroll

Action *

Issue Warrants

Your Access View District Info and Reports Pick Up Warrants Request Disbursements and Transfers Issue Warrants Initiate and Redeem Investments NoneTo update or request additional access, go to [DFP Request Access](#)

Recent Financial Requests



Request	Submitted	Requester	Type	Fund	Total	Status	Reviewed
165023	7/7/2025	Paige Sorensen	Issue Warrants	655010	3,281.88	Pending	
164210	6/26/2025	Casey Widner	Issue Warrants	655010	153,355.17	Approved	6/26/2025
164212	6/26/2025	Casey Widner	Issue Warrants	655040	90,939.88	Approved	6/26/2025
164213	6/26/2025	Casey Widner	Issue Warrants	655020	13,529.30	Approved	6/26/2025
164215	6/26/2025	Casey Widner	Issue Warrants	655010	6,476.18	Approved	6/26/2025
164216	6/26/2025	Casey Widner	Issue Warrants	655020	19.55	Approved	6/26/2025
164177	6/26/2025	Casey Widner	Issue Warrants	655010	246.03	Denied - duplicate request	6/26/2025
163899	6/24/2025	Paige Sorensen	Issue Warrants	655010	309,987.01	Approved	6/25/2025
163898	6/24/2025	Paige Sorensen	Issue Warrants	655010	246.03	Approved	6/25/2025

Issue Warrants

Fund *

655 010: School District #403 Kittitas - General Fund

Warrant Register * (?)

KITTITAS_SCHOOL_DISTRICT_Warran... 75KB

Warrant Type * Accounts Payable (AP) Payroll (PY)**Warrant Approval Date ***

7/3/2025

Transaction Date * (?)

7/3/2025

Warrant Total *

\$ 3,281.88

Comments

I already submitted a file, but we had to void and reissue warrant 80781 and the system created a warrant register for everything in the A/P run.

Please call if there are any issues. 253-389-5655

Thank you!

Comments should include instructions to split checks for a given vendor, requests to mail all checks to a different address than the one on file, or other specific instructions.

