

# District Financial Portal

## Submitter Information

**Submitter Name \***

Paige Sorensen

**Agency \***

Kittitas School Dist #403

**Submitter Role \***

Payroll

**Action \***

Request Disbursements

## Disbursements

Please select "Treasurer Action Required" as the Handling option only if the action will be initiated by the Treasurer's Office, such as transactions between district accounts to or from the County bank account. Please select "Automatic Bank Transfer" for transactions that you set yourself, such as an IRS payment.

<b>Fund *</b>	<b>Type *</b>	<b>Note (optional)</b>	<b>Handling *</b>	<b>Date *</b>	<b>Amount *</b>
655 010: School District #403 Kittitas - General Fund	Payroll	Nov 2025 Payroll	Treasurer Action Required	11/26/2025	\$ 350,556.26

**Disbursements Total**

\$ 350,556.26

## Comments

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.