Board of School Trustees
Mansfield Independent School District

TITLE: Disbursement Reports DATE: November 17, 2026

INFORMATION

BACKGROUND:

The District reports all checks written on a monthly basis. The disbursements are organized by fund and list the check date, payee, description of purchase, and amount.

CONSIDERATIONS:

The items listed in the Detail Disbursement Report include all payments for October 2026 with the exception of payroll, payroll liabilities, and manual wire payments. The payments listed on the Detail Disbursement Report are the result of payment generated documents such as purchase orders, check requests, etc.

An additional report of Disbursements Over $25,000 is provided for items of interest with information on the expenditure.

The Summary Disbursement Report includes a summary by fund of the detail report and also includes manual wire payment detail for funds other than Payroll.

The Payroll Check Summary report provides summary information regarding net payroll for the month and payroll liability payments.

RECOMMENDATION:

None. For information only.