

DESIGNATION OF AUTHORIZED SIGNATURES

The Superintendent/President, the Vice President of Administrative Services, the Chief Accounting Officer, and the Director of Budget and Categorical Accounting are hereby designated as the District officers authorized to sign warrants on behalf of the District.

Proper documentation regarding signing District warrants shall be filed with the county superintendent of schools (EC section 85233, 85266).

The Vice President of Administrative Services, Chief Accounting Officer, and Director of Budget and Categorical Accounting will withhold approval of District warrants when:

1. Disbursement of the funds will result in the total amounts expended in any major account classification to exceed the amount budgeted.
2. Established procedures have not been followed to permit verification of authenticity of the expenditure.

Reference: Educ. Code Section 85232, 85233, 85266
Adopted: September 23, 2008
Revised: December 11, 2017