

**AUTHORIZED SIGNATURES**

The Board of Education authorizes the signature of the District Treasurer or Deputy Treasurer, in the absence of the Treasurer, on all district checks. Student activity account checks shall be signed by both the Building Principal and treasurer of extra classroom activity fund.

The Board authorizes the use of a machine check-signer to stamp school district checks with the required signature. The check signing device must be a recognized manufactured product with safeguards for the school district's protection. The District Treasurer has the responsibility of preventing unauthorized use of the check-signer.

Adopted: February 26, 1996