

SCOTTS VALLEY UNIFIED SCHOOL DISTRICT

Board Meeting: January 10, 2012

IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE RESOLUTION NUMBER 12-013 AUTHORIZING DISTRICT EMPLOYEES TO SIGN PAYROLL AND VENDOR WARRANT ORDERS AND OTHER DISTRICT DOCUMENTS.

BACKGROUND: Education Code 42633 requires the Governing Boards of each district to file with the County Superintendent of Schools, verified signatures of each individual authorized to sign payroll and vendor warrant orders and other district documents.

DESCRIPTION

DETAILS: The District annually provides to the County Office of Education a resolution with the true signatures of hand of all persons authorized to sign vendor and payroll orders for the ensuing fiscal year. This resolution amends the June 2011 resolution due to staff changes.

Prepared By: Vickie Clark

Item Proposed for: Action

SCOTTS VALLEY UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 12-013

RESOLUTION TO AUTHORIZE EMPLOYEES TO SIGN PAYROLL AND VENDOR WARRANT ORDERS AND OTHER DISTRICT DOCUMENTS

WHEREAS, the Board of Trustees of the Scotts Valley Unified School District , in order to comply with Education Code 42633 to provide Santa Cruz County Office of Education with signatures of each person authorized to sign payroll and vendor warrant orders and other district documents;

DOES HEREBY RESOLVE to permit the following people to sign payroll and vendor warrant orders and other district documents: Penny Weaver, Superintendent; Carolyn Lewis, Human Resources Administrator; Vickie Clark, Chief Business Official.

NOW, THEREFORE, BE IT RESOLVED that the following are the true signatures of hand of the above authorized employees.

Penny Weaver, Superintendent

Carolyn Lewis, Human Resources Administrator

Vickie Clark, Chief Business Official

PASSED AND ADOPTED by the Governing Board of the Scotts Valley Unified School District, County of Santa Cruz, State of California, this 10th day of January, 2012 upon the motion of _____ seconded by _____, by the following roll vote:

Vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Larry Beaman,
President Board of Trustees

Penny Weaver, Superintendent
Secretary to the Board of Trustees

January 10, 2012