

POLICY 3311
AUTHORIZED SIGNATURES

Checks for the expenditure of District funds, except for School Board approved secondary school activity accounts, shall be signed by the Board President, Clerk and Treasurer.

Facsimile signatures may be used.

LEGAL REF.: Wisconsin Statutes

- Sections 66.0607 [Withdrawal or disbursement from local treasury]
- 120.15(1) [Board president duty; countersign all district checks]
- 120.16(2) [Authorized signatures on district checks; use of facsimile signatures]
- 120.16(6) [Board treasurer duty; withdraw funds and authorized signatures]
- 120.17(5) [Board clerk duty; draw orders on district treasury]

- CROSS REF.: 3310 Depository of Funds
3321 Student Activity Funds
3430 Payment for Supplies, Equipment and Services
3440 Fixed Charges
8412 Board Officer Duties

ADMINISTRATIVE REGULATIONS: None

AFFIRMED: October 28, 2003