

To: Board of Education

From: Kathy Johnson, executive director, finance

Re: Designation of Authorized Signers

Date: July 2, 2018

Background:

Each year when the new board president and vice president take office, new bank signature cards are required on the district's bank accounts.

Recommendation:

The administration recommends that the Board of Education designate and authorize the signatures of the board president, vice president, board treasurer, clerk of the board, deputy treasurer and budget manager on district and/or school bank accounts, authorizing these signers to perform financial transactions on behalf of Lawrence USD 497 and its schools.

Motion:

"I move the Board of Education approve the designation and authorize the signatures of the board president, board vice president, board treasurer, clerk of the board, deputy treasurer and budget manager on district and/or school bank accounts and to perform financial transactions on behalf of Lawrence USD 497 and its schools."