

Authorized Signatures/Check-Writing Services

The Board of Education authorizes the Board secretary and treasurer to sign checks drawn on a designated depository.

The Board authorizes the Superintendent or designee to affix facsimile signature of the treasurer of the Board to all warrants, orders or checks drawn for the purpose of satisfying legal obligations of the District. A check-signing machine provided by the Board shall be used for this purpose, if a manually issued check is required in an emergency situation.

The Board authorizes the Superintendent or designee to manually countersign warrants, orders or checks drawn in an amount of \$5,000 or more for the purpose of satisfying legal obligations.

Adopted February 4, 1984

Revised March 22, 1989

Revised February 9, 2005

Revised April 23, 2008

LEGAL REFS.: C.R.S. 11-55-101 *et seq.* (Uniform Facsimile Signature of Public Officials Act)
C.R.S. 22-32-107 (Duties – treasurer)
C.R.S. 22-32-121 (Facsimile signature)