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**THREE VILLAGE CENTRAL SCHOOL DISTRICT
STONY BROOK, NEW YORK**

BOARD OF EDUCATION AGENDA MATERIALS

DATE OF BOARD MEETING: July 8, 2020

DATE SUBMITTED: July 2, 2020

OFFICE OF ORIGIN: Business Services

**CATEGORY OF ITEM: Organizational
Meeting**

TITLE: DESIGNATION OF AUTHORIZED SIGNATURES ON CHECKS 2020-2021

Staff Recommendation:

Upon recommendation of the Superintendent of Schools be it resolved that the District Treasurer be designated as the authorized signature on checks; in the absence of the District Treasurer, the Deputy District Treasurer be designated as the authorized signature on checks and further, that all checks in excess of \$15,000 except payroll checks, be co-signed by the Superintendent or, in his/her absence, the Superintendent's designee, the Assistant Superintendent for Educational Services for the 2020-2021 school year. The second signatory cannot be a direct supervisor of the first signatory, and the second signature must be an actual signature, not a computer generated signature.

NOT AN OFFICIAL RECORD; SUBJECT TO CHANGE