

Hermiston School District 8R

Code: **DGA**
Adopted: 7/1/92
Revised/Readopted: 3/1/04
Orig. Code(s): DGA/DGB

Authorized Signatures

The Board designates the authorized signatures on payroll and fiscal checks to be the superintendent, business manager and deputy superintendent(s).

Two signatures shall be required on checks of \$2,500 or more.

The Board designates the authorized signatures on the debt service account to be the superintendent and the business manager. Two signatures shall be required on any debt service check.

No person shall be considered an authorized signer on a check payable to any member of his/her own household.

The Board may authorize the use of facsimile signatures by those persons authorized to sign district checks.

END OF POLICY

Legal Reference(s):

[ORS 294.120](#)

[ORS 328.441](#)

[ORS 328.445](#)