

# Multnomah Education Service District

Code: **DGA/DGB**  
Adopted: 4/15/86  
Amended: 9/20/94; 1/20/09  
Reviewed: 9/21/10

## Authorized Signatures

The Superintendent, Chief Program Officer, or designated director is authorized to sign contracts and checks of all types with the exception of personnel contracts between the Board and the regular employees. This authority is governed by:

1. MESD's adopted budget for the fiscal year;
2. MESD's policies and procedures regarding public contracting and purchasing;
3. Individual job descriptions; and
4. Any other procedures set by the MESD Board and Superintendent.

The Board authorizes the use of the Superintendent's facsimile signature for checks less than \$50,000.

END OF POLICY

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### Legal Reference(s):

[ORS 294.120](#)  
[ORS 294.305 to 294.565 \(Local Budget Law\)](#)  
[ORS 244.010 to 244.040](#)  
[ORS Chapter 279A](#)  
[ORS Chapter 279B](#)  
[ORS Chapter 279C](#)  
[ORS 328.441](#)  
[ORS 328.445](#)  
[ORS 334.125](#)

[OAR 581-024-0206\(3\)](#)  
[OAR 581-024-0208](#)  
[OAR 581-024-0260](#)  
[OAR 581-024-0265](#)

### MESD Policy Cross Reference(s):

BBA - Board Powers and Duties  
CBA - Qualifications and Duties of the Superintendent  
DB - MESD Budget  
DBDB - Risk Management/PERS Reserve Fund  
DBJ - Budget Implementation  
DBK - Budget Transfer Authority  
DI - Fiscal Accounting and Reporting  
DIE - Audits  
DJ/DJC - MESD Purchasing and Bidding Requirements