

# Multnomah Education Service District

Code: **DGA/DGB**

Adopted: 8/05/80

Amended: 4/15/86; 9/20/94; 1/20/09;  
9/21/10; 4/24/14; 3/17/15;  
12/15/15

Orig. Code(s): 2127

## Authorized Signatures

The superintendent or designee 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 custodian of funds facsimile signature for checks less than \$50,000. The use of the custodian's facsimile signature is allowed for checks greater than \$50,000 with an authorized second signature.

END OF POLICY

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### Legal Reference(s):

[ORS 244.010](#) to -244.040

[ORS Chapters 279A, 279B](#) and [279C](#)

[ORS 294.120](#)

[ORS 294.305](#) - 294.565

[ORS 328.441](#)

[ORS 328.445](#)

[ORS 328.542](#) to -328.565

OR. DEP'T OF EDUC, PROGRAM BUDGET AND ACCOUNTING MANUAL.

### 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

Authorized Signatures - DGA/DGB