

AP 6150 Designation of Authorized Signatures

References:

Education Code Sections 85232 and 85233

The CEO and other officers appointed by the CEO are hereby designated as the District officer authorized to sign warrants on behalf of the District.

Proper documentation regarding signing District warrants shall be filed with the Los Angeles County Office of Education.

The CEO and other officers appointed by the CEO will withhold approval of District warrants when:

- Disbursement of the funds will result in the total amounts expended in any major account classification to exceed the amount budgeted.
- Established procedures have not been followed to permit verification of authenticity of the expenditure.

Board Review Date: May 23, 2018

Next Review: Spring, 2024