

RESOLUTION NO. 202324-10

**DESIGNATING CUSTODIAN(S) OF FUNDS, AUTHORIZING USE OF FACSIMILE SIGNATURE,
GRANTING OF INVESTMENT AUTHORITY, AND ESTABLISHING SURETY BOND LIMITS**

WHEREAS Oregon Revised Statutes 294.805 – 294.895 and (ORS) 328.441 define and require, respectively, that the District School Board designate the Custodian(s) of Funds; and the depository of such funds; and

WHEREAS ORS 294.120 and 328.445 subsection (1) require that the District School Board approve the use of the custodian’s facsimile signature; and

WHEREAS ORS 294.035 through 294.048, 294.125 through 294.155, 294.805 through 294.895 and Chapter 295 specifically identify investment procedures for surplus funds of political subdivisions; and

WHEREAS ORS 328.255 subsection (2) allows an option as to the holder of bond proceeds; and

WHEREAS ORS 332.525 requires the Custodian(s) of Funds and the District School Clerk to be bonded in an amount as determined by law and by the District School Board;

BE IT RESOLVED that for the fiscal year 2024-25:

1. All prior resolutions designating the Custodians of Funds, authorizing the use of a facsimile signature and providing investment authority, except as hereinafter provided, are hereby rescinded.
2. Robert Silva, Chief Operations Officer, and Sarah Head, Director of Budget and Financial Services of School District No. 24J/32, Marion and Polk Counties, Oregon, are hereby designated as the Custodians of School District Funds in accordance with the provisions set forth in ORS 328.441.
3. The use of a facsimile signature by Robert Silva, Chief Operations Officer, and Sarah Head, Director of Budget and Financial Services, of School District No. 24J/32, Marion and Polk Counties, Oregon, is hereby authorized to comply with the provisions of ORS 294.120 and ORS 328.445 subsection (1).
4. The Chief Operations Officer, Director of Budget and Financial Services, or designee are hereby authorized to invest monies belonging to the School District, in compliance with ORS 294.035 through 294.048, 294.125 through 294.155, 294.805 through 294.895 and Chapter 295, and the District’s Code of Policy and Rules – Investment of Funds FIS-A002 and FIS-P009.
5. The Chief Operations Officer or Director of Budget and Financial Services are hereby authorized to hold and invest bond proceeds for the School District in accordance with the provisions set forth in ORS 328.255 subsection (2) and Chapters 294 and 295 regarding investments.
6. The Chief Operations Officer or Director of Budget and Financial Services are authorized to open and close bank accounts in accordance with ORS 328.441 (2).
7. The Chief Operations Officer or Director of Budget and Financial Services are authorized to secure short-term loans with the approval of the District School Board under the provisions of ORS 294.048 when funds invested under ORS 294.035 are needed to meet short-term cash needs and the liquidation of those investments would result in a loss or penalty to the School District if liquidated prior to maturity.
8. The Custodians of Funds are bonded for not less than \$500,000 in compliance with the provisions set forth in ORS 332.525.
9. The District School Clerk is bonded for not less than \$500,000 in compliance with the provisions set forth in ORS 332.525.



Karina Guzmán Ortiz, Chairperson, Board of Directors
Salem-Keizer Public Schools

June 11, 2024
Date

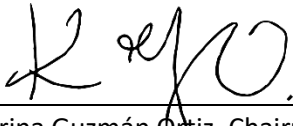
RESOLUTION NO. 202324-11

DESIGNATING APPOINTMENT OF BUDGET OFFICER

WHEREAS Oregon Revised Statute (ORS) 294.331 states:

The governing body of each municipal corporation shall, unless otherwise provided by county or city charter, designate one person to serve as budget officer. The budget officer, or the person or department designated by charter and acting as budget officer, shall prepare or supervise the preparation of the budget document. The budget officer shall act under the direction of the executive officer of the municipal corporation, or where no executive officer exists, under the direction of the governing body;

NOW, THEREFORE, BE IT RESOLVED that for the fiscal year 2024-25, the Director of Budget and Financial Services is hereby appointed Budget Officer to direct the assembly and preparation of the School District's budget document in accordance with the provisions of ORS Chapter 294 dealing with Local Budget Law.



Karina Guzmán Ortiz, Chairperson, Board of Directors
Salem-Keizer Public Schools

June 11, 2024

Date

RESOLUTION NO. 202324-12

DELEGATING CONTRACTING AND PURCHASING AUTHORITY

WHEREAS Oregon Revised Statute (ORS) 332.075(2) and (3) establish the power and responsibilities of the School Board for School District No. 24J/32, Marion and Polk Counties, Oregon, relating to the approval of contracts, as stated in subsections 2:

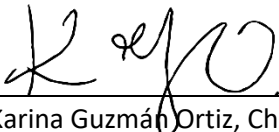
All contracts of the school district must be approved by the district school board before an order can be drawn for payment. If a contract is made without the authority of the district school board, the individual making such contract shall be personally liable; and

WHEREAS the District School Board deems it desirable to establish regulations and procedures to expedite the approval of allowable contracts and agreements as specified in ORS 332.075(3):

Notwithstanding subsection (2) of this section, a district school board may, by resolution or policy, authorize its superintendent or the superintendent's designee to enter into and approve payment on contracts for products, materials, supplies, capital outlay, equipment and services that are within appropriations made by the district school board pursuant to ORS 294.456 (Governing body to adopt budget, make appropriations, declare and categorize property tax amounts or rate);

NOW, THEREFORE, BE IT RESOLVED that for the fiscal year 2024-25:

1. The Board of Directors authorizes the Superintendent or Superintendent's designee to solicit, approve, and execute contracts and agreements that are reserved for Board approval under the District's Code of Policy and Rules – Public Contracting/Purchasing PUR-A001, including construction contracts and minor property transactions necessary for construction projects and improvements on school sites, such as land dedications and grants of easements.
2. The School Board appoints the Superintendent, Chief Operations Officer, Director of Budget and Financial Services, or their designee as contracting officers for the District and authorizes these contracting officers to solicit and execute contracts for the School Board and related property transactions set forth above.



Karina Guzmán Ortiz, Chairperson, Board of Directors
Salem-Keizer Public School

June 11, 2024

Date

RESOLUTION NO. 202324-13

LOANING FROM ONE FUND TO ANOTHER; COMMINGLING CASH BALANCES OF FUND

WHEREAS Oregon Revised Statute (ORS) 294.468, subsections (1) and (4) state, respectively:

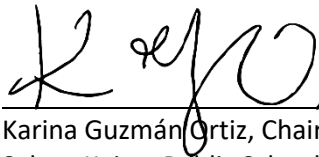
It shall be lawful to loan money from any fund to any other fund of a municipal corporation whenever the loan is authorized by official resolution or ordinance of the governing body. The loans shall be made in compliance with the applicable requirements and limitations of this section; and

It shall be lawful to commingle cash balances of funds so long as all such fund moneys are segregated in the budget and accounting records; and

WHEREAS the District School Board deems it desirable to commingle cash balances for effective cash management and desirable to establish regulations and procedures on interfund borrowing as specified and allowed in ORS 294.468;

NOW, THEREFORE, BE IT RESOLVED that for the fiscal year 2024-25:

1. Authorization is given to the Chief Operations Officer and Director of Budget and Financial Services to commingle cash balances of funds so long as all such fund moneys are segregated in the budget and accounting records.
2. Authorization is given to the Chief Operations Officer and Director of Budget and Financial Services to loan money from any fund to any other fund. Such loans shall not be made from funds created to account for moneys needed to make annual debt service payments and only for the purposes of meeting the cash flow needs of any given fund.
3. Authorization is given for the posting of interest expense and interest income to the borrowing and loaning fund at the average monthly rate of earning of the District-wide pool, performed on a quarterly basis.
4. Depending on the type of interfund loan, all funds borrowed shall be repaid as required and as specified under ORS 294.468.



Karina Guzmán Ortiz, Chairperson, Board of Directors
Salem-Keizer Public Schools

June 11, 2024

Date

RESOLUTION NO. 202324-14

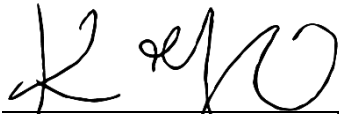
**DESIGNATING APPOINTMENT OF DISTRICT SCHOOL CLERK
AND DEPUTY DISTRICT SCHOOL CLERK**

WHEREAS Oregon Revised Statute (ORS) 332.515 states:

The district school board shall designate the chief administrative officer of the district as district school clerk, but if there is no such officer the board shall designate an individual to perform the function. The board may appoint qualified persons as deputies to the chief administrative officer in performing the duties required of the district school clerk by law or by the board;

NOW, THEREFORE, BE IT RESOLVED that for the fiscal year 2024-25, Andrea Castañeda, Superintendent of School District No. 24J/32, Marion and Polk Counties, Oregon, is hereby appointed District School Clerk in accordance with the provisions set forth in ORS 332.515.

BE IT ALSO RESOLVED that effective for the fiscal year 2024-25, Robert Silva, Chief Operations Officer of School District No. 24J/32, Marion and Polk Counties, Oregon, is hereby appointed Deputy District School Clerk in accordance with the provisions set forth in ORS 332.515.



Karina Guzmán Ortiz, Chairperson, Board of Directors
Salem-Keizer Public Schools

June 11, 2024

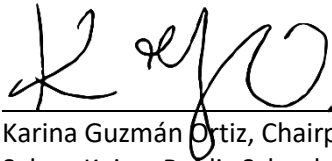
Date

RESOLUTION NO. 202324-15

DESIGNATING GRANT APPLICATION SIGNATURE AUTHORITY

WHEREAS the District’s Code of Policy and Rules – Grants: Application and Receipt FIS-P014 sets parameters for grant application signing authority, specifying that “The Superintendent, Deputy Superintendents, Chief Operations Officer, Director of Budget and Financial Services, and when required by the granting agency, the Chairperson of the School Board, are authorized to sign grant applications for submittal on behalf of the District”;

NOW, THEREFORE, BE IT RESOLVED that for the fiscal year 2024-25, the Superintendent, Deputy Superintendents, Chief Operations Officer, Director of Budget and Financial Services, and the Chairperson of the School Board are hereby appointed the School District’s authorized representatives to sign grant applications.



Karina Guzmán Ortiz, Chairperson, Board of Directors
Salem-Keizer Public Schools

June 11, 2024

Date