

OAKDALE JT. UNIFIED SCHOOL DISTRICT

12.2/12.3

TO: Members, Board of Trustees Regular Meeting

SUBJECT: Annual Election of Board Officers and
Authorization of Signatures for Filing with
Stanislaus County Office of Education December 16, 2024

BACKGROUND

Each year, the board is required to hold an annual organizational meeting pursuant to Education Code section 35143.

School board officers and a trustee representative to vote for member of the County Committee on School District Organization are to be elected at this organization meeting.

Further, the board must designate those District Office employees authorized to sign orders and warrants in the name of the district, and designate an authorized representative of the district.

ANALYSIS

Pertinent documentation has been provided by the Stanislaus County Office of Education for the board's annual reorganization, and is attached for your review.

Per standard practice, those names presented as signatories on district accounts are:

Larry Mendonca – Superintendent
Gillian Wegener - Assistant Superintendent, Curriculum & Instruction
Jose Sanchez - Assistant Superintendent, Human Resources
Tracey Jakubowski – Assistant Superintendent, Pupil Services
Kassandra Booth - Chief Business Officer
Catherine Medlin – Director of Child Welfare & Attendance
Armida Colon – Director of State & Federal Programs

Superintendent Larry Mendonca is listed as the district's authorized representative.

RECOMMENDATION

It is recommended that the board elect a president, a clerk, and a member to vote for members of the County Committee on School District Organization.

It is further recommended that the board authorize those individuals named above as signatories on district accounts, and to authorize Larry Mendonca as the district's representative.

Recommended by:



Larry Mendonca
Superintendent

SIGNATURES OF BOARD MEMBERS AND AUTHORIZED AGENTS

Education Code Section 42633 states "The governing board of each school district shall be responsible for filing or causing to be filed with the county superintendent of schools the verified signature of each person, including members of the governing board, authorized to sign orders in its name. No order on the funds of any school district shall be approved by the county superintendent of schools unless the signatures are on file in his office and he is satisfied that the signatures on the order are those of persons authorized to sign the order."

"Each order drawn on the funds of a school district shall be signed by at least a majority of the members of the governing board of the district, or by a person or persons authorized by the governing board to sign orders in its name. No person other than an officer or employee of the district shall be authorized to sign orders." (Ed. Code Section 42632)

VERIFIED SIGNATURES AND OCCUPATIONS OF GOVERNING BOARD MEMBERS OF THE
_____ SCHOOL DISTRICT.

If you wish to authorize the clerk of the board, the secretary of the board, or a school district employee to sign all warrants and orders in the name of the board, please have the individual sign below and board members approving this action sign on the appropriate lines.

Signature(s) of person(s) authorized to sign warrants, warrant orders, and payroll orders.

Typed Name(s) of person(s) authorized.

Signature(s) of person(s) authorized to sign warrants, warrant orders, and payroll orders.

Typed Name(s) of person(s) authorized.

Below are the verified signatures of the members of the governing board and are valid for a 12-month period **beginning December 2024**.

Print or type name clearly.

First Name	Last Name	Signature
1. _____	(Pres.) _____	_____
2. _____	(Clerk) _____	_____
3. _____	(Member) _____	_____
4. _____	(Member) _____	_____
5. _____	(Member) _____	_____
6. _____	(Member) _____	_____
7. _____	(Member) _____	_____

TRUSTEE REPRESENTATIVE of the governing board _____

"The governing board of each school district of every kind or class shall annually at its initial meeting select one of its members as its representative who shall have one vote for each member to be elected to the county committee..." (Ed. Code Section 35023).

Date: _____ Signed: _____, Clerk

IMPORTANT: Please fill in as requested and return the original signed copy to the Senior Director, External Business Services, Rt. #000, immediately after your organizational meeting.

*****A new form is required when a change in Authorized Signers has transpired.**