

AUTHORIZED SIGNATURES

I. Statement of Policy

The Board of Education (the Board) has the responsibility to designate those officials having the power to withdraw funds from Waterville Central School District (the District) accounts and sign checks.

II. Extracurricular Funds

It shall be the policy of the Board that the District Treasurer, School Business Manager, and the Superintendent be authorized to sign checks for all funds other than extra-curricular funds. Checks for the amount of \$10,000 or over require two (2) signatures, the School Business Manager and one (1) other. Checks for expenditures from extracurricular funds and the Scholarship Funds shall be signed by the treasurer appointed for these accounts by the Board at the annual reorganizational meeting.

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Waterville Central School District

Legal Ref: NYS Education Law §§1709 and 1720; 8 N.Y.C.R.R. §170.1

Adopted: 03/25/97

Revised: 02/23/10, 11/18/14, 2/7/2023