

**LA CAÑADA UNIFIED SCHOOL DISTRICT
RESOLUTION 10-15-16
SIGNATURE AUTHORIZATION AND FEDERAL EDUCATION TITLES**

The Governing Board of the La Cañada Unified School District does hereby resolve:

THAT Wendy K. Sinnette, Superintendent, Jeff Davis, Assistant Superintendent, Anais Wenn, Assistant Superintendent and Mark Evans, Chief Business and Operations Officer be authorized to sign all contracts approved by the Governing Board;

THAT Wendy K. Sinnette, Superintendent, Jeff Davis, Assistant Superintendent, Anais Wenn, Assistant Superintendent, Mark Evans, Chief Business and Operations Officer; Diane Clinton, Director of Fiscal Services, or Theresa Jimenez, Payroll Technician be authorized to sign Central Payroll Systems forms, Personnel Service reports and Notices of Employment;

THAT Mark Evans, Chief Business and Operations Officer; Diane Clinton, Director of Fiscal Services, **Raquel Mutuc**, as Accounting Technician, or Jackie Ong, as Accounting Technician, be authorized to sign orders regarding commercial warrants, and having such use constitute signature approval of orders for payment.

THAT Wendy K. Sinnette, Superintendent, Jeff Davis, Assistant Superintendent, and Anais Wenn, Assistant Superintendent and Mark Evans, Chief Business and Operations Officer be authorized to sign "B" Warrants with the provision that all "B" Warrants (non-salary) in an amount of One Thousand Dollars (\$1,000.00) or more shall require two signatures; one of which may then be Diane Clinton, Director of Fiscal Services.

THAT Wendy K. Sinnette, Superintendent, Jeff Davis, Assistant Superintendent, Anais Wenn, Assistant Superintendent, Mark Evans, Chief Business and Operations Officer or Diane Clinton, Director of Fiscal Services be authorized to sign checks drawn on the Accounts Receivable Holding Account, the Revolving/Petty Cash Account, and the Cafeteria Account, with two signatures required for an amount of One Thousand Dollars (\$1,000.00) or more;

THAT Wendy K. Sinnette, Superintendent, Jeff Davis, Assistant Superintendent, Anais Wenn, Assistant Superintendent and Mark Evans, Chief Business and Operations Officer be authorized to sign student teacher contracts;

THAT Wendy K. Sinnette, Superintendent, Jeff Davis, Assistant Superintendent, Anais Wenn, Assistant Superintendent and Mark Evans, Chief Business and Operations Officer be authorized to sign all contractual agreements for Early Retirement approved by the Governing Board;

THAT Wendy K. Sinnette, Superintendent, Jeff Davis, Assistant Superintendent, Anais Wenn, Assistant Superintendent, Mark Evans, Chief Business and Operations Officer or Diane Clinton, Director of Fiscal Services be authorized as duly designated and authorized representatives to prepare, file and sign necessary documents, reports and applications and to make the representations and commitments involved on behalf of the District in all matters pertaining to Federal (including Public Law 874), State, and Local Grants, as approved by the Governing Board.

THAT the La Cañada Unified School District Governing Board hereby authorizes the preparation and filing of the necessary reports, records, documents and requests for payment in all matters pertaining to projects included in the Consolidated Application SDE100, and any grants from the Federal Offices of Education, Health and Welfare; and that Wendy K. Sinnette, Jeff Davis, Anais Wenn, and Mark Evans are hereby designated as Authorized Agents in all matters pertaining to approved projects under the above Titles and Agencies.

ADOPTED this 9th day of February, 2016, by the Governing Board of the La Cañada Unified School District.

President to the Governing Board

La Canada Unified School District

DISTRICT

CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the district. These certifications are made in accordance with the provisions of Education Code Sections:

K-12 Districts: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: February 10, 2016 to December 31, 2016

In accordance with governing board approval dated February 9, 20 16

Signature _____ Clerk (Secretary) of the Board

Typed Name Wendy K. Sinnette
Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1

Signatures of Members of the Governing Board

SIGNATURE	INITIALS
TYPED NAME David Sagal	
President of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME Kaltzer Puglia	
Clerk/Secretary of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME Dan Jeffries	
Member of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME Brent Kuszyk	
Member of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME Ellen Multari	
Member of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME	
Member of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME	
Member of the Board of Trustees/Education	

If the Board has given special instructions for signing warrants or orders, please attach a copy of the resolution to this form.

Column 2

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

SIGNATURE	INITIALS
TYPED NAME Wendy K. Sinnette	
TITLE Superintendent	
SIGNATURE	INITIALS
TYPED NAME Anais Wenn	
TITLE Assistant Superintendent	
SIGNATURE	INITIALS
TYPED NAME Jeff Davis	
TITLE Assistant Superintendent	
SIGNATURE	INITIALS
TYPED NAME Mark Evans	
TITLE Chief Business and Operations Officer	
SIGNATURE	INITIALS
TYPED NAME Diane Clinton	
TITLE Director of Fiscal Services	
SIGNATURE	INITIALS
TYPED NAME Jackie Ong	
TITLE Accounting Analyst	
SIGNATURE	INITIALS
TYPED NAME Raquel Mutuc	
TITLE Accounting Technician	

Number of Signatures required:

ORDERS FOR SALARY PAYMENTS ONE	ORDERS FOR COMMERCIAL PAYMENTS \$1,000 or more
NOTICES OF EMPLOYMENT ONE	CONTRACTS ONE

