HARTNELL COMMUNITY COLLEGE DISTRICT

BP #6150  Designation of Authorized Signatures

REFERENCES: Education Code Sections 85232, 85233)

Authority to sign orders and other transactions on behalf of the Board is delegated to the Superintendent/President and other officers appointed by the Superintendent/President. The authorized signatures shall be filed with the county superintendent of schools.

See AP #6150

Approved by the Board of Trustees:
HARTNELL COMMUNITY COLLEGE DISTRICT

AP #6150  Designation of Authorized Signatures

REFERENCES:  Education Code Sections 85232, 85233)

The Superintendent/President, Chief Business Officer and Controller are hereby designated as District officers authorized to sign warrants on behalf of the District.

Proper documentation regarding signing District warrants shall be filed with the county superintendent of schools. The Chief Business Officer 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.

See BP #6150

Approved by the Superintendent/President: