

BEFORE THE BOARD OF EDUCATION OF THE LODI UNIFIED SCHOOL DISTRICT OF THE COUNTY
OF SAN JOAQUIN, STATE OF CALIFORNIA

RESOLUTION NO. 2021- 22
AUTHORIZING CERTAIN EMPLOYEES TO SIGN ORDERS DRAWN ON
SCHOOL DISTRICT FUNDS

WHEREAS, Education Code sections 42632 and 42633 authorize the Board of Education to delegate its authority to sign orders drawn on District funds to officers or employees of the district; and

WHEREAS, the Board of Education of the Lodi Unified School District of San Joaquin County deems it necessary to so delegate its authority to the employees hereinafter named;

NOW, THEREFORE, BE IT RESOLVED, that the following employees be, and they hereby are, appointed the authorized agents for the Board of Education and are empowered, authorized, and directed to sign all orders for payroll and/or payments to vendors on behalf of the Lodi Unified School District:

| | | |
|--|--|-----------|
| Superintendent | All payments and orders | No Limit |
| Chief Business Officer | All payments and orders | \$500,000 |
| Senior Director/Controller | Revolving Cash Fund, Payroll Certification, Abatement Clearing Funds, Student Funds Accounts, Purchase Orders, Worker's Compensation, All Warrant Transmittals and Payroll Authorization Transmittals | \$200,000 |
| Director of Purchasing/ Warehousing/Duplicating | Purchase Orders | \$125,000 |
| Director III of Payroll & Benefits | Revolving Cash Fund and Payroll Certification | \$100,000 |
| Accounting Supervisor | Revolving Cash Fund, Abatement Clearing Funds and Student Funds Accounts | \$30,000 |

BE IT FURTHER RESOLVED that no order shall be valid without the signatures of not less than two (2) of the herein above listed employees being affixed thereto. One of the two required signatures may be a facsimile signature.

BE IT FURTHER RESOLVED that the verifications of each of said employee's signature, including verified copies of their respective facsimile signatures, be attached hereto and that copies of this resolution and attached verifications, duly certified by the Clerk of the Board of Education, be sent to the County Counsel, the County Superintendent of Schools, and the Auditor-Controller of San Joaquin County.

BE IT FURTHER RESOLVED that only those employees listed in this resolution, and no others, be authorized to sign such orders. All prior authorization issued by this Board of Education are hereby superseded and rendered without effect.

PASSED AND ADOPTED this 30th day of March, 2021 by the following vote of the Board of Education, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Courtney Porter

Clerk of the Board of Education

Ron Freitas

President of the Board of Education

SIGNATURE VERIFICATIONS

CATHY WASHER
SUPERINTENDENT

LEONARD KAHN
CHIEF BUSINESS OFFICER

APRIL JUAREZ
SENIOR DIRECTOR/CONTROLLER

SYED SHAH
DIRECTOR III OF PAYROLL & BENEFITS

CRICKET KOCH
DIRECTOR I
PURCHASING/WAREHOUSING/DUPLICATING

DAO XIONG
ACCOUNTING SUPERVISOR

LAURA THOMPSON
ACCOUNTING SUPERVISOR

I, being the duly elected, qualified and Clerk of the board of Education of the Lodi Unified School district of San Joaquin County, on penalty of perjury, affirm, and verify that the above signatures of CATHY WASHER, LEONARD KAHN, APRIL JUAREZ, SYED SHAH, CRICKET KOCH, DAO XIONG AND LAURA THOMPSON are of my own knowledge the true signatures and facsimile signatures of said persons.

Date

Courtney Porter
Clerk of the Board of Education