

AUTHORIZED SIGNATURES

All warrants issued by the Jackson Public School District will require two signatures: the Superintendent and the Chief Operations Officer.

The Board approves the use of facsimile signature machines, signature stamps, or similar devices in signing checks and drafts and signing the pre-audit certificate on contracts or purchase orders.

The Board shall charge the Superintendent, designee, or other bonded officer or employee custody of the necessary machines, stamps, plates, or other devices. That person and the sureties on his official bond are liable for any illegal, improper, or unauthorized use of them.

SOURCE: Jackson Public School District, Jackson, Mississippi

LEGAL REF: Mississippi Public School Accountability Standard 4

DATE: February 15, 1982

AMENDED: September 17, 1984

October 16, 1989

April 18, 2023

REVIEWED: December 6, 2016

March 20, 2023