

AUTHORIZED SIGNATURES

All warrants issued by the Jackson Public School District will require two signatures, that of the superintendent and the deputy superintendent of operations.

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

The board shall charge the superintendent or designee or some other bonded officer or employee with the custody of the necessary machines, stamps, plates or other devices, and 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

REVIEWED: December 6, 2016