

## **Policy DGA Authorized Signature**

Issued 00/21

The district Superintendent is authorized to sign Payroll and Accounts Payable checks. In cases of emergency (when the district Superintendent is incapacitated) the Chief Operations Officer and the Chief Financial Officer are authorized to sign Payroll and Accounts Payable checks.

Two authorized signatures are required for District level checks greater than or equal to \$250,000.

Adopted 5/23/00; Revised 12/9/08; Revised 04/27/21

Richland County School District One