

## **2012-13 Annual Organizational Details Morrow County School District**

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**Designate the Following Positions**

Dirk Dirksen	Superintendent/Clerk
George Mendoza	Assistant Superintendent
George Mendoza	Special Ed Coordinator
Joel Chavez	Director of ELL
Andy Fletcher	Deputy Clerk/Business Manager
Julie Ashbeck	Human Resources Director/Executive Secretary

**Designate Custodian of Funds** Dirk Dirksen & Andy Fletcher

**Set Borrowing Limit at \$2,000,000**

**Set Fidelity Bonds at \$75,000** Dirk Dirksen & Andy Fletcher

**Designate Facsimile Signatures - Checks** Dirk Dirksen, Andy Fletcher, Board Chair

**Designate Budget Officer** Dirk Dirksen

**Assignments:** Authority to classify portions of ending fund balance as Assigned is hereby granted to the Superintendent and Business Manager.

**Spending as it Relates to Ending Fund Balance Policy:** The Board considers the spending of the restricted classification of fund balance on purposes for which such funds can be used to occur first when funds are spent for restricted and unrestricted purposes. When unrestricted classifications of fund balance are spent, the Board will consider that committed amounts will be reduced first, followed by assigned amounts and then unassigned amounts.

**Designate to Apply for & Sign on Local/Private/State/Federal Grants and/or Contracts**

Dirk Dirksen, George Mendoza, Andy Fletcher, Julie Ashbeck

**Designate Newspapers of Record** Heppner Gazette Times & East Oregonian

**Designate District Legal Counsel** Doug Hojem of Corey, Byler, Rew, Lorenzen & Hojem, LLC  
Hungerford Law Firm

**Designate Insurance Agent of Record** Nancy Snider of Wheatland Insurance

**Designate Depositories for District Funds** State Investment Pool  
Bank of Eastern Oregon  
Banner Bank  
Wells Fargo  
U.S. National Bank  
Bank of New York

**Designate Auditors for 2012-13** Oster Professional Group of John Day