**BOARD MEMO – ACTION ITEM – CONSENT AGENDA**

**PUTNAM COUNTY COMMUNITY UNIT SCHOOL DISTRICT #535**

*Providing Foundations Together, Cultivating Individual Growth*

To: Board of Education

From: Cody Martzluf, Superintendent

Date: Tuesday, October 20, 2026

RE: Wire Transfer Agreement and Resolution

**Recommendations:**

Approve Updated Wire Transfer Agreement and Resolution with North Central Bank

**Background:**

- We are updating the district's wire transfer agreement with North Central Bank to authorize the superintendent to open district accounts and initiate wire transfers on behalf of the district.
- Providing the superintendent with authority to open accounts will allow the district to more efficiently utilize the Certificate of Deposit Account Registry Service (CDARS) and manage district investments without requiring the district treasurer to be involved each time an account needs to be opened or an investment adjustment is made.
- It is common practice for school district superintendents, particularly those responsible for the district's financial operations, to have appropriate authority with the district's financial institution to open accounts and initiate wire transfers, subject to board policy, internal controls, and applicable legal requirements.
- This change is intended to streamline the district's banking and investment processes while maintaining appropriate financial controls and oversight.

# RESOLUTION AUTHORIZING WIRE TRANSFERS OF FUNDS

At a meeting of the Board of Directors of _ Putnam County Comm. Unit School District #535___ (Depositor) of the City of ___Granville_, ____IL____ duly called and held on the _____ day of _____, 20_____, a quorum being present, it was RESOLVED, that the officers and employees of this corporation designated below are hereby authorized and empowered to transfer the funds of this corporation by written request to North Central Bank of Hennepin and Ladd, IL. This authority shall continue until written notice of revocation is received by the Bank.

Authorized Representatives for the transfer of funds being:

| | | | | | Initiate | Verify |
|---|---|---|---|---|---|---|
| 1. | Daniel J. Wujek (Name) | _____ (Signature) | Treasurer (Title) | _____ (Dollar Amount) | ☐ | ☐ |
| 2. | Cody S. Martzluf (Name) | _____ (Signature) | Superintendent (Title) | _____ (Dollar Amount) | ☐ | ☐ |
| 3. | _____ (Name) | _____ (Signature) | _____ (Title) | _____ (Dollar Amount) | ☐ | ☐ |
| 4. | _____ (Name) | _____ (Signature) | _____ (Title) | _____ (Dollar Amount) | ☐ | ☐ |
| 5. | _____ (Name) | _____ (Signature) | _____ (Title) | _____ (Dollar Amount) | ☐ | ☐ |

I certify that the foregoing is a true and correct copy of a resolution of the Board of Directors of this Corporation duly adopted on the date specified.

_____

Secretary

SEAL