



# SOUTHEAST ISLAND SCHOOL DISTRICT

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## Resolution 2025-04

### AUTHORIZING AGENCY RELATIONSHIP FOR USDA TELECOMMUNICATIONS PROGRAMS

**WHEREAS**, the Southeast Island School District (“Organization”) is committed to securing funding and resources necessary for the advancement of its educational mission; and

**WHEREAS**, the Organization seeks to engage with the United States Department of Agriculture (“USDA”) through its Online Application Intake System for Telecommunications Programs and Online Financial Reporting and Compliance System; and

**WHEREAS**, the Southeast Island School District Board of Education (“Board”) has duly certified the need to designate authorized representatives to act on behalf of the Organization in such matters; and

**WHEREAS**, it is in the best interest of the Organization to assign individuals to designated security roles to facilitate efficient and effective participation in these USDA programs.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Southeast Island School District that:

1. **Lucienne Smith**, the Contracted Business Manager of Southeast Island School District, have the assigned Representative-Signature-Certifier security role on behalf of the Organization, who shall be responsible for providing signatures, authorizing certifications, entering/updating applications, submitting applications for consideration, and assigning access to new users in USDA’s Online Application Intake System for Telecommunications Programs. If application(s) are awarded under these Programs, the Representative-Signature-Certifier security role on behalf of the Organization, shall also be responsible for authorizing certifications, entering/updating compliance reports, submitting compliance reports, and assigning access to new users in USDA’s Online Financial Reporting and Compliance System.
2. **Lucienne Smith**, the Contracted Business Manager of Southeast Island School District, have the assigned Administrator(s) security role on behalf of the Organization, who shall be responsible for assigning access to new users and entering/updating application(s) in USDA’s Online Application Intake System for

Telecommunications Programs. If applications are awarded under these Programs, the Administrator(s) security role on behalf of the Corporation, shall also be responsible for assigning access to new users and entering/updating compliance reports in USDA's Online Financial Reporting and Compliance System.

3. The Representative-Signature-Certifier and Administrator(s) for the Organization shall comply fully with all security procedures and policies of the Online Application Intake System for Telecommunications Programs and USDA's Online Financial Reporting and Compliance System.
4. The Board authorizes the President of the Board, Anthony Lovell, to execute the Agency Relationship Certificate and affix the official seal of the Organization as necessary.

**BE IT FURTHER RESOLVED** that this resolution shall remain in effect until such time as it is rescinded or modified by official action of the Board.

**ADOPTED** March 18, 2025, at a duly convened meeting of the Southeast Island School District Board of Education at which a quorum was present and voting.

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Anthony Lovell  
SISD Board President

Attested: \_\_\_\_\_  
Molly Kimzey  
SISD Board Clerk