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## CISD Board Agenda Item Synopsis

**Subject:** Change of authorized signer on bank and investment accounts.

**Background Information:** With the resignation of Amber Pennell, (CFO) she will need to be replaced on all checking & investment accounts with her replacement Melissa Kelly (Chief of Business Resources).

**Goals:**

- ☒ 1. We will provide and support a safe, civil and collaborative culture.
- ☒ 2. We will continuously provide and support effective teaching in every classroom.
- ☒ 3. We will provide and support a guaranteed and viable curriculum.
- ☒ 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- ☒ 5. We will foster strong numeracy skills and commit to continual growth in math success.
- ☒ 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- ☒ 7. We will attract, recruit, develop, and retain high-quality professional staff.

**Budgetary Impact:**

None

**Recommendation:**

The District recommendation is for Members of the Board to approve to add Melissa Kelly to all checking & investment accounts and remove Amber Pennell.

**Submitted by:**

*Amber Pennell*  
CFO

**Recommended by:**

*Tom Maglisceau, Ph.D.*  
Superintendent

**Meeting Date:** January 21, 2025



# Resolution Amending Authorized Representatives

Please complete this form to amend or designate Authorized Representatives. This document supersedes all prior Authorized Representative forms.

## \* Required Fields

### 1. Resolution

#### WHEREAS,

CELINA INDEPENDENT SCHOOL DISTRICT

Participant Name\*

77284

Location Number\*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. MELISSA KELLY Chief of Business Resources  
Name Title  
4697429100  melissakelly@celinaisd.com  
Phone Fax Email  
  
Signature

2. Dr. Thomas Maglisceau Superintendent  
Name Title  
4697429100  tommaglisceau@celinaisd.com  
Phone Fax Email  
  
Signature

3.    
Name Title  
    
Phone Fax Email  
  
Signature

## 1. Resolution (continued)

4.

Name										Title																			
Phone										Fax										Email									
Signature																													

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Melissa Kelly  
Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name										Title																			
Phone										Fax										Email									

- D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the 21 day of January, 2025.

**Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.**

Name of Participant\*

### SIGNED

Signature\*  
Jeff Gravley  
Printed Name\*  
Board President  
Title\*

### ATTEST

Signature\*  
Jarratt Calvert  
Printed Name\*  
Board Secretary  
Title\*

## 2. Delivery Instructions

Please return this document to **TexPool Participant Services:**

**Email:** [texpool@dstsystems.com](mailto:texpool@dstsystems.com)

**Fax:** 866-839-3291