



# Oak Park Elementary School District 97

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TO: Members, Board of Education  
Dr. Carol Kelley, Superintendent of Schools

FROM: Dr. Alicia Evans, Assistant Superintendent for Finance and Operations

RE: Authorization to Pay Bills during the Summer

DATE: May 22, 2018

With the Board of Education holding only one business meeting a month during the summer of 2018, I am requesting that during the June 12, 2018 Board meeting, the Board grant administration the authority to pay summer bills prior to Board approval. This will ensure that all bills are paid on time and no penalties are incurred. All transactions will be included in the next Check Register for the Board's review.