

School Board Meeting:

October 23, 2017

Subject:

Authorized Signers – Electronic
Fund Transfers

Presenter:

Miranda Kramer, Controller

SUGGESTED SCHOOL BOARD ACTION:

Recommend board approval.

DESCRIPTION:

A school district needs to annually designate the authority to make electronic fund transfers to designated employees according to State Statute 471.38, Subdivision 3a. Based on our Policy 705, electronic fund transfers are allowed for payment of state and federal taxes, payment of bond principal and bond interest, vendor payments from accounts payable and payroll, and for investments of excess funds.

The following resolution needs to be adopted by the Board of Education at their next regular meeting due to a change in Business Office staff:

Designation to make electronic fund transfers:

_____ Moved, _____ seconded be it
resolved the following persons are authorized to make electronic fund transfers:
Scott Thielman, Gary Kawlewski, Miranda Kramer, Jennifer Dengerud, and
Michelle Kivi.