

SAN MARINO UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

DATE: June 23, 2020

TO: Board of Education

FROM: Linda de la Torre, Assistant Superintendent, Administrative Services

SUBJECT: Certification of Signatures

PRESENTED BY: Linda de la Torre

BACKGROUND

Authorization from the Board of Education is requested for School Site Principals and Assistant Principals to sign school site contracts totaling \$5,000 or less, and warrants drawn on Associated Student Body accounts, for Cabinet to authorize all warrants, salary payments, and contracts, and for the Director of Maintenance and Operations to sign contracts up to \$15,000 and the Purchasing Manager to sign purchase orders.

RESOURCES REQUIRED

PREPARED BY:

Linda de la Torre, Assistant Superintendent of Administrative Services
Vangie Lingat, Director of Accounting