

SIGNATURES/FACSIMILES

The board shall name the persons who are authorized to sign checks on its accounts at the annual organization meeting and as becomes necessary during the year.

In order to expedite the signing of warrants issued by the district and to be signed by the official designated by law, signature stamps may be used. Such facsimiles shall be used only to sign approved warrants and shall be kept in safe custody. Procedures for the safeguarding of facsimiles shall be developed by the Business Administrator /Board Secretary.

The Business Administrator/Board Secretary shall notify the depositories that facsimile signatures will be used.

Date: 1994  
Review/Update by NJSBA: November 2008  
Readopted: March 2009

Legal References: N.J.S.A. 18A:17-31 Treasurer of school moneys; who to act.  
N.J.S.A. 18A:19-9 Compensation of teachers, etc. payrolls  
N.J.S.A. 18A:19-10 Payroll bank account: checks for compensation  
N.J.S.A. 18A:19-11 Signature of payroll checks by deputy