

**Northwest Educational Service District 189 (NWESD 189)**  
**Resolution No. 2016-05**

*A Resolution Authorizing Superintendent Laurence A. Francois to Sign Warrants*

**WHEREAS**, Laurence A. Francois has been designated as Superintendent/Secretary to the Board of Northwest Educational Service District 189 (NWESD 189) effective July 1, 2016;

**WHEREAS**, the Secretary to the Board is required to sign all warrants ordered to be issued by the Board of Directors;

**WHEREAS**, the number of payroll and all accounts payable warrants issued each month by NWESD 189 if signed personally by the Chair of the Board would impose too great a task on him/her;


**WHEREAS**, RCW 42.24.180 provides a method for issuing warrants or checks prior to approval by the legislative body of the NWESD 189; and,

**WHEREAS**, RCW 28A.310.370 stipulates that the money of an educational service district shall be expended according to the methods used by first or second class school districts, whichever is deemed most feasible by the Educational Service District Board, and these methods are stipulated in RCWs 28A.330.080, 28A.330.090, and 28A.330.230.


**NOW THEREFORE BE IT RESOLVED**, by the NWESD 189 Board of Directors, Skagit County, Washington, as follows:

- 1) As authorized by RCW 42.24.180, the NWESD 189 Board of Directors has established a system of issuing warrants for the payment of accounts payable prior to review and approval by the Board. That system involves having various administrative individuals sign to authorize the release of warrants at the meeting held the following month. After being brought to the NWESD 189 Board, and if the Board approves these payments of all bills, authorization is given to the Board Secretary to sign said warrants, which will be specified by date, number, name, and amount on general certificates and processed to the County Treasurer. The certificate of approval is to be signed by the members of the Board of Directors in attendance at the meeting and countersigned by the Secretary to the Board. If the accounts payable item is not approved, then the Superintendent shall take appropriate action to recover from the payee any amount not approved.
- 2) Payroll for each month will be calculated and warrants issued based on those calculations, with said payroll to be reviewed and approved by the Board at the next meeting that provides an opportunity to do so, and if the payroll item is not approved, then the Superintendent shall take appropriate action to recover from the payee any amount not approved.


ADOPTED this 23<sup>rd</sup> day of May 2016, as authenticated by the signatures affixed below, effective July 1, 2016.

  
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Board Chair

  
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Board Vice Chair

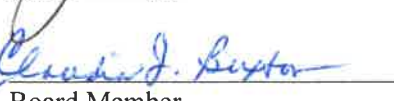
  
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Board Member

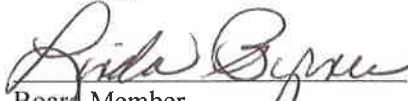
  
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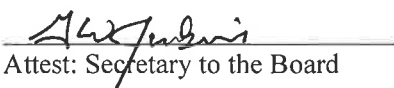
  
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Attest: Secretary to the Board