

File: DGA

## **AUTHORIZED SIGNATURES**

The Committee will designate by roll call vote two members responsible for the review and approval of all warrants as correct and approved for payment. A record of this approval will be made available on the next regular Committee agenda. The Town Treasurer and Town Accountant are to be notified of the official signatories upon authorization of the School Committee. They are also to be notified if the School Committee revises those authorizations. Such designation does not limit the responsibility of each member.

The municipal treasurer, who also serves as the school department treasurer, signs all checks drawn against school department funds. No other signature is valid.

SOURCE: MASC Updated 2022

LEGAL REF.: M.G.L. [41:41](#); [41:52](#); [41: 56](#)

CROSS REF: [DK](#) Payment procedures

Reviewed and Edited by Erving Policy Committee: 01-17-23

Edited by Erving School Committee: 06-01-23

Edited and Final Vote by Erving School Committee: 07-06-23