



Timothy S. Wyrosdick
Superintendent of Schools

Kathy Strickland

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TO: Superintendent Tim Wyrosdick and Board Members
DATE: November 17, 2016
RE: Internal Funds Check Signer Position Addition for Pace High School

It has been requested that a check signer position be added for the internal funds bank account for Pace High School. The following check signer position will be added as an authorized signer: Assistant Principal. After this change, the approved check signer positions will be Principal, Assistant Principal, Bookkeeper, and Secretary. Your approval for this change is requested. Thank you.

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