



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1i

**Meeting Date:** October 19, 2023

**Subject:** Resolution No. 3362: Authorization of Personnel to Sign Orders on District Funds

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Business Services

**Recommendation:** Approve Resolution No. 3362, Authorization of Personnel to Sign Orders on District Funds and rescind prior Resolution No. 3300, Effective October 19, 2023

**Background/Rationale:** Education Code Section 42632 authorizes governing boards of school districts to delegate to officers or employees of the district the authority to sign orders on district funds.

This resolution reflects changes in district staff.

**Financial Considerations:** None

**LCAP Goal(s):** Family and Community Empowerment; Operational Excellence

**Documents Attached:**

1. Resolution No. 3362, Authorization of Personnel to Sign Orders on District Funds

**Estimated Time:** N/A

**Submitted by:** Janea Marking, Chief Business and Operations Officer

**Approved by:** Lisa Allen, Interim Superintendent

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**RESOLUTION NO. 3362**

**Authorization of Personnel to Sign Orders on District Funds**

**WHEREAS**, Education Code Section 42632 authorizes the Governing Board to delegate to officers and employees of the Sacramento City Unified School District the authority to sign orders drawn on the funds of the school district; and

**WHEREAS**, on December 15, 2022, the Governing Board of the Sacramento City Unified School District adopted Resolution No. 3300 designating persons authorized to sign orders in its name which is hereby rescinded; and

**WHEREAS**, Jorge A. Aguilar, J.D. is Superintendent; Lisa Allen is Deputy Superintendent; Rose Ramos is Chief Business and Operations Officer; Jesse Castillo is Assistant Superintendent, Business Services; Raymond (Gabe) Estrada is Manager II, Budget Services; and Dawn Nantz is Manager I, Accounting Services; Cindy Tao is Director III, Accounting Services.

**BE IT RESOLVED AND ORDERED** by the Governing Board of the Sacramento City Unified School District that in accordance with Education Code Section 42632, effective October 19, 2023, Lisa Allen is Interim Superintendent; Mary Hardin Young is Interim Deputy Superintendent; Janea Marking is Chief Business and Operations Officer; Jesse Castillo is Assistant Superintendent, Business Services; Meuy Saechin is Manager II, Budget Services; and Christian Ramirez is Manager III, Business Services; Cindy Tao is Director III, Accounting Services who are employees of the Sacramento City Unified School District, be and are hereby authorized and empowered to sign orders for the payment of lawful expenses of the District on the funds of the District.

**BE IT FURTHER RESOLVED AND ORDERED** that all such orders shall be on forms prescribed by the County Superintendent of Schools and approved by the Superintendent of Public Instruction of the State of California.

**AUTHORIZED SIGNATURES:**

\_\_\_\_\_  
Lisa Allen,  
Interim Superintendent

\_\_\_\_\_  
Mary Hardin Young, **Added Authorizer**  
Interim Deputy Superintendent

\_\_\_\_\_  
Janea Marking, **Added Authorizer**  
Chief Business and Operations Officer

\_\_\_\_\_  
Jesse Castillo,  
Assistant Superintendent, Business Services

\_\_\_\_\_  
Cindy Tao,  
Director III, Accounting Services

**PASSED AND ADOPTED** by the Sacramento City Unified School District Board of Education on this 19<sup>th</sup> day of October 2023, by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

ATTESTED TO:

\_\_\_\_\_  
Lisa Allen  
Interim Secretary of the Board of Education

\_\_\_\_\_  
Chinua Rhodes,  
President of the Board of Education