



Board of Directors Business Meeting
Agenda Action Item

Item Title

APPROVAL OF WARRANTS

Department

Business & Finance Division / Financial Services

Board Meeting Date

October 9, 2025

Background

Revised Code of Washington (RCW) 28A.330.080 requires that monies of such school districts shall be paid out only upon orders for warrants signed by the President, or a majority of the Board of Directors and countersigned by the Secretary. PROVIDED, that when, in the judgment of the Board of Directors, the orders for warrants issued by the district shall have reached such numbers that the signing of each warrant by the President personally imposes too great a task on the President; the Board of Directors, after auditing all payrolls and bills as provided by RCW 28A.330.090, may authorize the issuing of one general certificate to the County Treasurer, to be signed by the President, authorizing said Treasurer to pay all the warrants specified by date, number, name and amount, and the funds on which said warrants shall be drawn; thereupon the Secretary of said board shall be authorized to draw and sign said orders for warrants.

Current Consideration

Acceptance of these financial reports will provide the Board of Directors with financial information necessary for the proper financial management of the District. This standard consent agenda action item completes the statutory requirements.

Fiscal Implication

The District has a fiscal responsibility to provide timely payments to its employees and vendors in accordance with federal and state laws.

Recommendation

The Chief Financial Officer recommends that the Board of Directors approve the submission of one general certificate for authorization, and if authorized, approve expenditure of funds within accepted guidelines.

Strategic Benchmark

Academic Achievement; Partnership and Participation; Safe and Supported

Approved By

Chief Financial Officer, Rosalind Medina

FUND	DATE	INSTRUMENT NO.	AMOUNT
Accounts Payable	09/10/25	316013-316043	\$386,049.83
	09/17/25	316093-316152	\$1,132,068.70
ACH Accounts Payable	09/12/25	-4015524--4015561	\$4,057,717.71
	09/19/25	-4015563--4015650	\$4,869,979.60
Manual Payroll	09/08/25	316011	\$2,629.95
	09/09/25	316012	\$1,025.11
	09/10/25	316044	\$388.89
	09/19/25	316045-316092	\$54,702.33
	09/19/25	316153-316214	\$20,540.79
	09/23/25	316215	\$935.72
ACH Payroll	09/19/25	-258733229--258755888	\$ 10,593,788.60

*ACH instrument numbers are system reference numbers only and may not appear in consecutive order

TACOMA SCHOOL DISTRICT NO. 10

TO THE TREASURER OF PIERCE COUNTY:

You are hereby authorized to pay all the following warrants, specified by date, fund and amount as drawn and signed by the Secretary of the Tacoma School District No. 10.

Board of Directors

Board President

Date of Approval

FUND	DATE	INSTRUMENT NO.	AMOUNT
Accounts Payable	09/10/25	316013-316043	\$386,049.83
	09/17/25	316093-316152	\$1,132,068.70
ACH Accounts Payable	09/12/25	-4015524--4015561	\$4,057,717.71
	09/19/25	-4015563--4015650	\$4,869,979.60
Manual Payroll	09/08/25	316011	\$2,629.95
	09/09/25	316012	\$1,025.11
	09/10/25	316044	\$388.89
	09/19/25	316045-316092	\$54,702.33
	09/19/25	316153-316214	\$20,540.79
	09/23/25	316215	\$935.72
ACH Payroll	09/19/25	-258733229--258755888	\$ 10,593,788.60

* ACH instrument numbers are system reference numbers only and may not appear in consecutive order

I, the undersigned do hereby certify under penalty of perjury that the materials have been furnished, the services rendered and/or the labor performed as described herein, and the claim is a just, due and unpaid obligation against Tacoma School District No. 10, and that I am authorized to authenticate and certify to said claim.

We, your Committee on Auditing and Finance, have audited and approved the following described claims and payrolls and recommend the issuance of the following warrants and wire transfer authorization:

Chief Financial Officer

Date of Approval

Committee on Auditing & Finance