



Board Agenda Item #	Agenda # II C
Date:	February 8, 2018
To:	Magnolia Board of Directors
From:	Caprice Young, Ed.D., CEO & Superintendent
Staff Lead:	Nanie Montijo, Chief Financial Officer
RE:	Certification of Signatures Resolution

### Proposed Board Motion

I move that the board approve the amended Certification of Signatures Form for Charter School Funds Distribution Authorization, signatures will be effective February 8, 2018 through June 30, 2018.

### Background

In accordance with Education Codes 35143, 42632, and 42633, the Certification of Signatures form is required to formalize the personnel authorized to sign orders for salary or commercial payments, notices of employment, and contracts. The last amendment was approved in October 2017, however LACOE requires for a resolution to be approved along with the form which was not done in the past.

### Changes Made:

- D Effective July 13, 2017- Board Member Noel Unterburger is no longer in office
- D Effective August 11, 2017- Board Members Sandra Covarrubias and Charlotte Brimmer assumed office
- D Effective August 15, 2017- Chief External Officer is no longer in office
- D Effective October 5, 2017- Board Member Remzi Oten is no longer in office
- D Effective January 24, 2018- Board Member Nguyen Huynh is no longer in office

### Budget Implications

There are no budget implications.

### Exhibits (attachments):

- Resolution
- Notice of Revisions
- Certifications of Signatures Form



## CERTIFICATION OF SIGNATURES RESOLUTION

Date: February 8, 2018

Tracy Minor  
Assistant Director  
Accounting and Financial Services  
Division of School Financial Services  
Los Angeles County Office of Education  
9300 Imperial Highway, Room 219  
Downey, CA 90242-2890

Per LACOE Bulletin #4701, attached is the Certification of Signatures Resolution expiring on June 30, 2018 which was approved during our organizational meeting on February 8, 2018.

If you have any questions, please contact, (Name and title of district representative) at (Phone number), and (e-mail address).

Sincerely,

Nanie Montijo  
Chief Financial Officer  
Magnolia Public Schools

Attachment No.2  
Info. Bul. No. 4701  
SFS-A25-2017-18



**NOTICE OF REVISION/AMENDMENT ON THE CERTIFICATION OF SIGNATURES**

Date: February 8, 2018

Tracy Minor  
Assistant Director  
Accounting and Financial Services  
Division of School Financial Services  
Los Angeles County Office of Education  
9300 Imperial Highway, Room 219  
Downey, CA 90242-2890

Per LACOE Bulletin 4701, this is a notice of revision in our current Certification of Signatures Resolution.

The following changes have taken place.

- Effective July 13, 2017- Board Member Noel Unterburger is no longer in office
- Effective August 11, 2017- Board Members Sandra Covarrubias and Charlotte Brimmer assumed office
- Effective August 15, 2017- Chief External Officer is no longer in office
- Effective October 5, 2017- Board Member Remzi Oten is no longer in office
- Effective January 24, 2018- Board Member Nguyen Huynh is no longer in office

Enclosed is the revised Certification of Signatures Resolution signed by the Secretary of the Board and the approved minutes for the revision.

If you have any questions, please contact, Nanie Montijo Chief Financial Officer of Magnolia Educational and Research Foundation at 213.628.3634, [nmontijo@magnoliapublicschools.org](mailto:nmontijo@magnoliapublicschools.org).

Sincerely,

Ms. Nanie Montijo  
Chief Financial Officer  
Magnolia Public Schools

Attachment No. 4  
Info. Bul. No. 4701  
SFS-A25-2017-18

# Magnolia Educational and Research Foundation

DISTRICT

## CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the district. These certifications are made in accordance with the provisions of Education Code Sections:

**K-12 Districts:** 35143, 42632, and 42633

**Community College Districts:** 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: February 8, 2018 to June 30, 2018

In accordance with governing board approval dated February 8, 2018.

Signature \_\_\_\_\_

Clerk (Secretary) of the Board

Typed Name Dr. Umit Yapanel

Clerk (Secretary) of the Board

**NOTE:** Please TYPE name under signature.

### Column 1

Signatures of Members of the Governing Board

SIGNATURE	INITIALS
TYPED NAME	
<u>Dr. Saken Sherkhanov</u>	
<u>President of the Board of Trustees/Education</u>	
SIGNATURE	INITIALS
TYPED NAME	
<u>Dr. Umit Yapanel</u>	
<u>Clerk/Secretary of the Board of Trustees/Education</u>	
SIGNATURE	INITIALS
TYPED NAME	
<u>Mr. Serdar Orazov</u>	
<u>Member of the Board of Trustees/Education</u>	
SIGNATURE	INITIALS
TYPED NAME	
<u>Dr. Salih Dikbas</u>	
<u>Member of the Board of Trustees/Education</u>	
SIGNATURE	INITIALS
TYPED NAME	
<u>Ms. Sandra Covarrubias</u>	
<u>Member of the Board of Trustees/Education</u>	
SIGNATURE	INITIALS
TYPED NAME	
<u>Ms. Charlotte Brimmer</u>	
<u>Member of the Board of Trustees/Education</u>	
SIGNATURE	INITIALS
TYPED NAME	
<u>Ms. Diane Gonzalez</u>	
<u>Member of the Board of Trustees/Education</u>	

If the Board has given special instructions for signing warrants or orders, please attach a copy of the resolution to this form.

### Column 2

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

SIGNATURE	INITIALS
TYPED NAME	
<u>Dr. Caprice Young</u>	
<u>CEO &amp; Superintendent</u>	
SIGNATURE	INITIALS
TYPED NAME	
<u>Ms. Nanie Montijo</u>	
<u>Chief Financial Officer</u>	
SIGNATURE	INITIALS
TYPED NAME	
<u>Mr. Suat Acar</u>	
<u>Chief operations officer</u>	
SIGNATURE	INITIALS
TYPED NAME	
<u>Mr. Haim Beliak</u>	
<u>Member of the Board of Trustees</u>	
SIGNATURE	INITIALS
TYPED NAME	
TITLE	
SIGNATURE	INITIALS
TYPED NAME	
TITLE	
SIGNATURE	INITIALS
TYPED NAME	
TITLE	

Number of Signatures required:

ORDERS FOR SALARY PAYMENTS	ORDERS FOR COMMERCIAL PAYMENTS
NOTICES OF EMPLOYMENT	CONTRACTS