

**RESOLUTION 2018-2019-001**

**A RESOLUTION DESIGNATING DISTRICT OFFICERS, CLERKS, AGENTS, AND DEPOSITORIES OF FUNDS  
FOR THE 2018-2019 SCHOOL YEAR**

**DISTRICT CLERKS**

**WHEREAS**, Dr. Danna Diaz, Superintendent of Reynolds School District #7, is designated by law as Clerk/Chief Executive Officer of said District for the 2018-2019 fiscal year;

**WHEREAS**, it is advisable for an additional staff member to be designated as Deputy Clerk;

**BE IT RESOLVED**, that Rachel Lopez Hopper is appointed as Deputy Clerk for the 2018-2019 fiscal year.

**BE IT FURTHER RESOLVED**, that adequate bonds or insurance coverage be obtained for the named Clerk and Deputy Clerk.

**BUDGET OFFICER**

**BE IT RESOLVED**, that Rachel Lopez Hopper is hereby designated to serve as Budget Officer of the Reynolds School District #7 for the fiscal year 2018-2019.

**GRANT OFFICER**

**WHEREAS**, grant funding may become available through Federal, State or other sources; and

**WHEREAS**, certain available grant funds may be deemed beneficial toward improvement of the District's educational system;

**BE IT RESOLVED**, that the Superintendent and/or Deputy CEO be named as the Local Agency Representative and shall hereby be authorized to execute and file application(s) for and on behalf of the District and otherwise act as District officials in all activities related to grants during fiscal year 2018-2019.

**LEGAL COUNSEL**

**BE IT RESOLVED**, that Garrett- Heman, Robertson, The Hungerford Law firm, Miller Nash, LLP, and Hawkins Delafield & Wood are hereby designated to serve as General, Labor or Bond Counsel for the Reynolds School District #7 during fiscal year 2018-2019.

**AUTHORIZATION TO FILL VACANCIES**

**BE IT RESOLVED**, that the Superintendent or designee is hereby authorized to accept resignations and fill vacancies and report them to the Board, for the Reynolds School District #7 during fiscal year 2018-2019.

**APPLICATION FOR FEDERAL IMPACT AID**

**BE IT RESOLVED**, that Deputy Clerk is designated as the authorized representative of the District in connection with filing for Federal Impact Aid. Public Law 874 for Reynolds School District #7 during fiscal year 2018-2019.

**DISTRICT REPRESENTATIVE FOR ASBESTOS HAZARD EMERGENCY RESPONSE ACT (AHERA)**

**BE IT RESOLVED**, that the Facilities Services Administrator is appointed as representative for the Reynolds School District #7 during fiscal year 2018-2019.

**DESIGNATION OF DISTRICT SAFETY OFFICER and ASSISTANT SAFETY OFFICER**

**BE IT RESOLVED**, that the Deputy CEO is appointed as the Official District Safety Officer and the Facilities Services Administrator is appointed as the Official Assistant Safety Officer, for Reynolds School District #7 during fiscal year 2018-2019.

**AUDITOR**

**BE IT RESOLVED**, that Pauly & Rogers P.C., Certified Public Accountants, are hereby designated to serve as Auditors for the Reynolds School District #7 during fiscal year 2018-2019.

**AMERICANS WITH DISABILITIES ACT (ADA)**

**BE IT RESOLVED**, that the Deputy CEO, the Director of Human Resources and the Facilities Services Administrator are appointed as District coordinators for the Reynolds School District #7 for the fiscal year 2018-2019.

**AGENT OF RECORD, PROPERTY INSURANCE**

**BE IT RESOLVED**, that Brown & Brown Insurance, Oregon, is hereby designated to serve as Agent of Record for the Reynolds School District #7 for all insurance other than Health Benefits during fiscal year 2018-2019.

**NEWSPAPERS FOR LEGAL NOTICE**

**BE IT RESOLVED**, that *The Gresham Outlook* be designated as the newspaper in which legal notices will be published.

**INVESTMENT DEPOSITORIES**

**WHEREAS**, Reynolds School District #7 has statutory authority for investment of funds,

**BE IT RESOLVED**, that the following depositories are hereby, approved as official depositories of Reynolds School District #7 funds during the 2018-2019 fiscal year:

**Institution**

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US Bank  
Bank of America  
Piper Jaffray – Seattle NW Division  
UBS Financial Services, Inc.  
Oregon State Local Government Investment Pool

**BE IT FURTHER RESOLVED** that the investment instruments listed below are permitted for 2018-2019.

Federal Agency Securities  
U.S. Treasury Securities  
Commercial Paper  
Repurchase Agreements  
Savings Accounts  
Time Certificates  
Banker's  
Acceptances

**BE IT FURTHER RESOLVED**, that the Clerk of the District or the Deputy Clerk, as Custodian of Funds, are authorized to establish accounts and to issue checks against such accounts bearing the original signature of the Clerk or the Deputy Clerk or the facsimile signature of the Clerk and/or the Deputy Clerk in accordance with District Policy.

**SIGNING OF AGREEMENTS**

**BE IT RESOLVED**, that the Clerk and the Deputy Clerk be authorized to sign contracts, conveyances or other documents for products, materials, supplies and other services that are in the current budget appropriations and make appropriate payments on behalf of the District as necessary in accordance with District Policy DJA, District Purchasing.

**DISPOSAL OF SURPLUS PROPERTY**

**BE IT RESOLVED** that the Deputy Clerk hereby is authorized to dispose of surplus property in accordance with Board Policy DN – Disposal of District Property.

**DESIGNATION OF LOCAL PUBLIC CONTRACT REVIEW BOARD**

**BE IT RESOLVED** that the governing body of Reynolds School District #7, the Board of Directors, be designated as the Local Public Contract Review Board for 2018-2019, in accordance with ORS 279.

Duly passed this 11<sup>th</sup> day of July 2018, at the regular meeting of the Board of Directors of Reynolds School District #7.

  
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Board Chair

  
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Dr. Danna Diaz, Superintendent  
District Clerk