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**D.C. Everest Area School District**

6300 Alderson Street  
Weston, WI 54476  
Phone 715-359-4221

**Mr. Jack E. Stoskopf, Jr.**  
Assistant Superintendent  
Business/Personnel Services

**MISSION STATEMENT**

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

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**TO:** Dr. Kristine Gilmore, Superintendent

**FROM:** Jack E. Stoskopf, Jr., Assistant Superintendent for Business/Personnel Services

**RE:** Signature Facsimile Resolutions

**DATE:** April 27, 2011

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I recommend the school board approve the attached signature facsimile resolutions. These resolutions allow for the continued use of current signatures until new signatures can be prepared for use following election of new school board officers.

This is an annual formality, but these resolutions approvals that must take place for legal signators on the disbursement of district funds during the term in which new electronic signature plates can be prepared and put into the system.

**D. C. EVEREST AREA SCHOOL DISTRICT**

April 27, 2011

***RESOLUTION***

**WHEREAS**, it is impractical for the President, Treasurer, and the Clerk of the D. C. Everest Area School District to personally sign all checks issued by the School District on the various depositories of the School District.

**NOW, THEREFORE, BE IT RESOLVED** by the School Board that the President, Treasurer, and the Clerk are hereby authorized and permitted to adopt a mechanical device for affixing a facsimile signature of their respective hands in all cases where they are required to sign district checks or district check orders, as provided in Section 66.0607 of the Wisconsin Statutes.

**BE IT FURTHER RESOLVED** that the following facsimile signatures adopted by the President, Treasurer and the Clerk respectively are hereby recognized to be the proper signatures for use in signing school district checks or orders to-wit

To be inserted....

**BE IT FURTHER RESOLVED** that the assistant superintendent, business/personnel services, the supervisor of administrative services and the accounting and audit specialist are authorized to carry out the functions related to this resolution and the functions related to their job descriptions as signators and that the Clerk cause to be mailed to the respective depositories of the School District a certified copy of this resolution.

This is to certify, that the foregoing is a true and correct copy of a resolution duly and legally adopted by D.C. EVEREST AREA SCHOOL DISTRICT at a legal meeting held on the 27th day of April, 2011.

Date April 27, 2011

(Signed) \_\_\_\_\_

Clerk

**D. C. EVEREST AREA SCHOOL DISTRICT**

April 27, 2011

***RESOLUTION***

**WHEREAS**, it is necessary for the D. C. Everest Area School District to issue checks for purposes of payrolls and accounts payable during the period April 28, 2011 and June 30, 2011, and

**WHEREAS**, it is unlikely to have facsimile signature plates, carrying the respective hands of newly elected board officers, produced prior to this period, and

**WHEREAS**, the School Board did authorize, by resolution dated April 27, 2011, the use of facsimile signatures of duly elected officers.

**NOW, THEREFORE, BE IT RESOLVED** the facsimile signatures of the President, Treasurer, and Clerk adopted April 27, 2010 be authorized for use in signing school district checks or orders until new facsimile signature plates are acquired for the period mentioned above to wit:

**BE IT FURTHER RESOLVED** that the Clerk cause to be mailed to the respective depositories of the School District a certified copy of this resolution.

Adopted \_\_\_\_\_  
Treasurer

Adopted \_\_\_\_\_  
Clerk

Adopted \_\_\_\_\_  
President

This is to certify, that the foregoing is a true and correct copy of a resolution duly and legally adopted by D. C. EVEREST AREA SCHOOL DISTRICT at a legal meeting held on the 27th day of April, 2011.

Date: April 27, 2011

(Signed) \_\_\_\_\_  
Clerk