



JCS-Inc. Administrative  
Regulations

## 4004.2 Board Authorization Administrative Regulations

Effective Date: June 5, 2020

### **Procedure:**

1. The Executive Director will present all contract information to the Board for approval prior to entering any agreements.
2. The Executive Director or designee will be given the authority to stamp final documents on behalf of the Board President, only if the monthly expenditure or contract is approved at the Board level, and ratified at the Board meeting.
3. The Executive Director or designee will have the authority to approve stipends for teachers based on the following criteria: school improvement projects and assignments, including teaching, tutoring, or curriculum development, and set up of learning centers.
4. The Executive Director will present a compilation of all Board President stamped approvals to the Board for review at least three days prior to the Board meeting. The transaction summary will be presented for ratification at each Board meeting. Ratifications will be placed on the consent agenda unless otherwise indicated.

Original Procedure: 06/04/02

Revised Procedure: 09/10/09

Revised Procedure: 06/05/2020