

# College Station Independent School District

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*Success...each life...each day...each hour*



## MEMORANDUM

To: Mr. Mike Martindale, Superintendent *MM*

From: Thad Lasater, Director of Business Services *TL*

Date: July 17, 2020

Subject: Changing Authorized Representatives for the Texas CLASS Investment Pool account

Agenda Item: J – 9.

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## BACKGROUND

As required by the Public Funds Investment Act and CSISD Board Policy, public school districts are required to have school board approval before changing any district representatives on investment accounts. District level administrators and business office officials are assigned specific duties requiring information related to this investment pool account. CSISD business office procedures establish a sound practice of separation of duties, including multiple checks and balances for management of investments. The attached Signatory Amendment form is recommended due to personnel changes in the position of Chief Financial Officer as an authorized representative to the Texas CLASS account for College Station ISD.

## RECOMMENDATION

It is recommended that the College Station Independent School District Board of Trustees approve the signatory amendment form for the College Station ISD Texas CLASS Investment Pool account.

*TL*  
**Thad Lasater, MBA, RTSBA**  
Director of Business Services

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**Mike Martindale**  
Superintendent of Schools