

## **RESOLUTION TO APPROVE GIFT CARD PROGRAM**

WHEREAS, the School Board (“Board”) for the Tipton Community School Corporation (“Corporation”) wishes to authorize the gift card purchases for Student and Staff Recognition Programs and Awards (“Programs”);

WHEREAS, the Indiana State of Board Accounts (“SBOA”) has determined it is necessary and appropriate to require the Board to authorize use of gift card purchases through a resolution;

THEREFORE BE IT RESOLVED, the Board on behalf of Corporation hereby approves, adopts, and ratifies the use of gift cards for the Programs including the purchase and distribution of gift cards to eligible participants in the Programs.

RESOLVED, the Programs will comply with SBOA rules including: the purchase and issuance of gift cards will be handled by an official or employee designated by the Superintendent; Corporation will maintain an accounting system or log which includes the business from which the gift cards were purchased, their amounts, fund and account numbers to be charged, date the card was issued, person gift card was issued to, proof the gift card was received by the person it was issued to, etc.; gift cards will not be used to bypass Corporation’s accounting system; purchase orders will be issued to provide the fiscal officer with means to encumber and track appropriations to provide the Board and other officials with timely, accurate accounting information and monitoring of the accounting system; and procedures for payments shall be no different than for any other claim (e.g. Superintendent will approve the expenditure and supporting documents such as paid bills and receipts must be available.).

RESOLVED, the Superintendent, Corporation Treasurer, ECA Building Treasurer, and designated representatives shall have the power to perform every act necessary or appropriate for the purposes of operating its Programs solely in the interest of participants and beneficiaries and for the exclusive purpose of providing benefits and paying expenses including powers outlined in Ind. Code § 30-5-5-5 with respect to banking transactions; § 30-5-5-6 with respect to business operating transaction; § 30-5-5-14 with respect to records, reports & statements; and § 30-5-5- 14.5 with respect to electronic records, reports & statements.

RESOLVED, the Superintendent, Corporation Treasurer, ECA Building Treasurer are hereby authorized and directed to take any and all actions necessary or appropriate to affect the foregoing resolutions and to comply with all applicable laws and regulations.

Adopted this day of May 12, 2026.

### **TIPTON COMMUNITY SCHOOL CORPORATION SCHOOL BOARD**

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Robert Cochrane II

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Jennifer Humrichous

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Tami Brown

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Andrea Campbell

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Eric Underwood

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Beth Woelfert

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Attest, Secretary, Kim Fague