

**Hitchcock Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:**       **March 23, 2025**

**Presented by:**       **Dr. Darryl J. Henson, Superintendent of Schools**

**Subject:**             **First Public Lone Star Bank Authorized Representatives**

**Consent Item**

**BACKGROUND INFORMATION:**

To ensure the secure and efficient management of District funds, the Board of Trustees must periodically update the list of individuals authorized to execute financial transactions on behalf of the district. These authorizations need to be updated on the District's First Public Lone Star accounts.

Current Status: Robin Hataway is the only authorized District representative on these accounts. The Administration recommends that the Board approve the updated signature authority to add Dr. Darryl Henson and James Briscoe as authorized representatives. This change ensures that the District maintains proper internal controls and has the necessary personnel available to process payroll, vendor payments, and other essential financial obligations without interruption.

Following Board approval, the District will submit the Authorized Representative Add Form to First Public Lone Star.

**BOARD ACTION REQUIRED:**

I move that the Board approve the resolution updating the authorized representatives for Hitchcock ISD's bank accounts at First Public Lone Star Bank as presented.

**POLICY AUTHORIZATION:**

N/A

**CONTACT PERSON:**

Robin Hataway, Chief Financial Officer

**FUNDING SOURCE:**

N/A

**ENCLOSURES:**

Authorized Representative Add Form for Hitchcock ISD's Bank Accounts at First Public Lone Star Bank.