

COUNTY FORM NO.4  
REGULAR AUDIT

San Bernardino County Superintendent of Schools  
DISTRICT FINANCIAL SERVICES

**CERTIFICATION OF BOARD MINUTES**

SCHOOL DISTRICT: Redlands Unified School District

SUBJECT MATTER: BOARD DELEGATION-TERMINATION THEREOF

DATE OF ACTION: June 10, 2025

IN ACCORDANCE WITH PROVISIONS OF LEGAL CODES FOR THE STATE OF CALIFORNIA, THE GOVERNING BOARD OF THE ABOVE NAMED SCHOOL DISTRICT/COMMUNITY COLLEGE, HEREBY APPROVES AND ADOPTS THE ACTION DESCRIBED BELOW:

AUTHORIZATION GRANTED TO Sabine Robertson-Phillips IS TERMINATED AS NOTED BELOW:

	TO BE TERMINATED:	
ELECTRONIC SIGNATURE KEY	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
DISTRICT ORDERS (AND RELATED JOURNAL ENTRIES)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
PAYROLL ORDERS (AND RELATED JOURNAL ENTRIES)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
VOLUNTARY PAYROLL DEDUCTIONS (PAY 620)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
NOTICE OF EMPLOYMENT-CERTIFICATED EMPLOYEES	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
NOTICE OF EMPLOYMENT-CLASSIFIED EMPLOYEES	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
NOTICE OF EMPLOYMENT-STUDENT & TEMPORARY	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
JOURNAL ENTRIES (FOR THOSE NOT AUTHORIZED FOR DISTRICT OR PAYROLL ORDERS)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
BUDGET TRANSFERS	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
CONTRACTS	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
REVOLVING CASH	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
INTERFUND TRANSACTIONS	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
PURCHASE ORDERS	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

AUTHORITY: <input checked="" type="checkbox"/> EDUCATION CODE	SECTION: <u>17604-05, 35161, 81655-56, 85232-33</u>
<input type="checkbox"/> GOVERNMENT CODE	SECTION: _____
<input type="checkbox"/> OTHER	SECTION: _____

SUPPORTIVE DATA: NONE REQUIRED

I CERTIFY, UNDER PENALTY OF PERJURY, THE FOREGOING STATEMENTS TO BE TRUE AND CORRECT.

	Superintendent	6-10-2025
SIGNATURE: GOVERNING BOARD DESIGNEE	TITLE	DATE

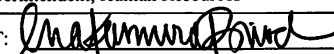
COUNTY FORM NO. 2  
REGULAR AUDIT

San Bernardino County Superintendent of Schools  
DISTRICT FINANCIAL SERVICES

**CERTIFICATION OF BOARD MINUTES**

SCHOOL DISTRICT: Redlands Unified School District  
SUBJECT MATTER: BOARD DELEGATION-AUTHORIZED AGENT STATUS  
DATE OF ACTION: June 10, 2025

IN ACCORDANCE WITH PROVISIONS OF LEGAL CODES FOR THE STATE OF CALIFORNIA, THE  
GOVERNING BOARD OF THE ABOVE NAMED SCHOOL DISTRICT/COMMUNITY COLLEGE  
DISTRICT, HEREBY APPROVES AND ADOPTS THE ACTION DESCRIBED BELOW:

NAME OF AUTHORIZED AGENT: Lisa Nakamura-Bruich  
TITLE OF AUTHORIZED AGENT: Assistant Superintendent, Human Resources  
ACTUAL SIGNATURE OF AUTHORIZED AGENT: 

**AUTHORIZATION RELATES TO DOCUMENTS NOTED BELOW:**

- ☐ DISTRICT ORDERS (AND RELATED JOURNAL ENTRIES)  
☐ PAYROLL ORDERS (AND RELATED JOURNAL ENTRIES)  
☐ VOLUNTARY PAYROLL DEDUCTIONS (PAY620)  
☐ NOTICES OF EMPLOYMENT FOR CERTIFICATED EMPLOYEES  
☐ NOTICES OF EMPLOYMENT FOR CLASSIFIED EMPLOYEES  
☐ NOTICES OF EMPLOYMENT FOR STUDENTS AND TEMPORARY EMPLOYEES

☒ PURCHASE ORDERS: None FISCAL YEAR: June 2025, Until Revoked  
MONETARY LIMITATION:

☒ CONTRACTS: Up to Bid Limits FISCAL YEAR: June 2025, Until Revoked  
MONETARY LIMITATION:

NO CONTRACT APPROVED PURSUANT TO THIS DELEGATION SHALL BE VALID UNTIL SUCH  
APPROVAL HAS BEEN RATIFIED BY THE GOVERNING BOARD OF THE SCHOOL DISTRICT.

NOTE: IF NO LIMITATIONS ARE TO APPLY TO THE DELEGATION NOTED ABOVE, PLEASE INDICATE  
'NONE' IN THE BLANK SPACES PROVIDED.

- ☒ JOURNAL ENTRIES (FOR THOSE NOT AUTHORIZED FOR DISTRICT OR PAYROLL ORDERS)  
☒ INTERFUND TRANSACTIONS  
☒ BUDGET TRANSFERS  
☐ OTHER BOARD DELEGATED AUTHORITY, PLEASE SPECIFY \_\_\_\_\_

AUTHORITY: X EDUCATION CODE SECTION: 17604, 17605, 35161, 81655(CC)  
X EDUCATION CODE SECTION: 42603

I CERTIFY, UNDER PENALTY OF PERJURY, THE FOREGOING STATEMENTS TO BE TRUE AND CORRECT.

SIGNATURE: GOVERNING BOARD DESIGNEE \_\_\_\_\_ TITLE: Superintendent DATE 6-10-25  
(CANNOT SELF-CERTIFY UNLESS NO OTHER INDIVIDUAL HAS CO. FORM 1 AUTHORITY)

COUNTY FORM NO. 1  
REGULAR AUDIT  
DISTRICT FINANCIAL SERVICES DIVISION  
COUNTY OF SAN BERNARDINO

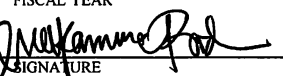
**CERTIFICATION OF BOARD MINUTES**

SCHOOL DISTRICT: Redlands Unified School District  
SUBJECT MATTER: BOARD DELEGATION – CERTIFY/ATTEST BOARD ACTION  
DATE OF ACTION: June 10, 2025

IN ACCORDANCE WITH PROVISIONS OF LEGAL CODES FOR THE STATE OF CALIFORNIA, THE GOVERNING BOARD OF THE ABOVE NAMED SCHOOL DISTRICT/COMMUNITY COLLEGE DISTRICT, HEREBY APPROVES AND ADOPTS THE ACTION DESCRIBED BELOW:

As per Ed. Code 35250, the governing board of every school/community college district shall certify or attest to actions taken by the governing board whenever such certification or attestation is required for any purpose.

As per Ed. Code 35161, the individual(s) named below are delegated to certify or attest governing board action.

<input checked="" type="checkbox"/> ADD	<input type="checkbox"/> ADD	<input type="checkbox"/> ADD
<input type="checkbox"/> DELETE	<input checked="" type="checkbox"/> DELETE	<input type="checkbox"/> DELETE
<u>Lisa Nakamura-Bruich</u>	<u>Sabine Robertson-Phillips</u>	
NAME	NAME	NAME
<u>Assitant Superintndent, Human Resources</u>	<u>Assistant Superintendent, Human Resources</u>	
TITLE	TITLE	TITLE
<u>2025 - Until Revoked</u>	<u>2025 / Contract Ended</u>	
FISCAL YEAR	FISCAL YEAR	FISCAL YEAR
	<u>N/A</u>	
SIGNATURE	SIGNATURE	SIGNATURE

AUTHORITY: <u>X</u> EDUCATION CODE	SECTION: <u>35161, 35250, 72000 (CC)</u>
<u>GOVERNMENT CODE</u>	SECTION: _____
<u>PUBLIC CONTRACT CODE</u>	SECTION: _____
<u>OTHER: LEGAL OPINION</u>	SECTION: _____

SUPPORTIVE DATA: BOARD MINUTES OF ACTION DESIGNATING SAME.

I CERTIFY, UNDER PENALTY OF PERJURY, THE FOREGOING STATEMENTS TO BE TRUE AND CORRECT.

	<u>Superintndent</u>	<u>6/10/25</u>
SIGNATURE: GOVERNING BOARD DESIGNEE	TITLE	DATE