

DEC 12 2012

MEMORANDUM

Dahlia Watts, District Treasurer/Purchasing Agent
WCCSD Business Office
(585) 889-6225

To: Deborah Leh
WCCSD Board of Education

From: Business Office
Beth Gillette & Dahlia Watts

Date: December 12, 2012

Re: Acting Treasurer

We are recommending Beth Gillette for approval as Acting Treasurer. This will allow Beth to perform necessary treasury duties in the absence of the District Treasurer.

Please consider this for approval at the next Board of Education meeting on January 14, 2013.

Regards



Dahlia Watts