

Board Officers

0171.00

The Board officers shall consist of a president, vice president, a clerk, and a treasurer. Officers shall be elected at the organizational meeting of the Board for one-year terms. A nominating ballot will be held for each position. All those receiving a nomination on the nominating ballot will be eligible to be on the election ballot. The first person to receive a majority of the election ballots will be declared elected to that office.

Duties of the President

The President shall:

1. Preside at all meetings of the Board
2. Decide all questions of parliamentary order, subject to an appeal by the Board member
3. Appoint all Board committees, unless otherwise provided
4. Sign all documents on behalf of the Board and countersign all warrants drawn upon the treasurer, except as otherwise provided
5. Have the right, as other members of the Board, to offer resolutions, to discuss questions and to vote thereon.
6. See that minutes of the meeting are properly recorded, approved, and signed
7. Defend the school district from actions brought against the district
8. Perform all other duties prescribed by law by the Board

Duties of the Vice President

The Vice President shall:

1. Perform the duties assigned to the president in the event of the latter's absence or inability to act.

Duties of the Treasurer

1. The Treasurer shall receive and deposit promptly all monies paid to the school district in the officially designated district depository
2. Keep a record of the receipt of said monies
3. Furnish a financial report at the annual meeting which reflects the money received and disbursed during the year
4. Sign checks in payment of lawfully incurred and properly approved expenditures
5. Find an appropriate surety bond
6. Supply designed reports to the state
7. Perform such other duties prescribed by law or by the Board

