

APPOINTED BOARD OFFICIALS

District Clerk

The Board of Education shall annually appoint a District Clerk. Such appointment shall continue until the next reorganizational meeting. The salary of the District Clerk shall also be fixed annually at the reorganizational meeting. The District Clerk shall perform the duties and have the powers prescribed by law: i.e., send notices of all meetings to the members of the Board; make, keep, and distribute accurate minutes of all meetings of the Board; be responsible for the publication of legal notices; and perform such other duties as may be assigned to the office by the Board.

District Treasurer

The Board of Education shall also annually appoint a District Treasurer. Such District Treasurer shall serve until the next reorganizational meeting, or until a successor has been appointed. The salary of the District Treasurer shall be fixed annually at the Board reorganizational meeting. The District Treasurer shall perform such duties imposed upon the office by statute or law: i.e., shall report, at least monthly, to the Board the state of all accounts; shall act as official custodian of all district funds; shall sign all checks, including those for which facsimile signatures have been approved; and, shall perform such other duties as may be assigned to the office by the Board. The District Treasurer shall file a bond for the faithful performance of his/her duties, with sufficient security, approved by the Board in such amount as may be determined by a duly adopted resolution of the Board. The premium for such bond shall be paid by the district.

Independent Auditor

The Board shall appoint and auditor who shall audit the books and accounts of the district for the ensuing year. The resolution of appointment shall state the compensation to be paid and shall outline the scope of the audit to be conducted.

The Board may appoint, fix the term, and fix the compensation of such other officials as may be necessary for its proper functioning.

Ref: Education Law §§902; 2121; 2122; 2130

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