



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: February 7, 2018

Purpose: Report Only Recognition Discussion/ Possible Action

From: Abelardo Saavedra, Superintendent

Item Title: Appointment of a Board Secretary pursuant to Atty. Gen. Op. MW-531 (1982) and Board Policy series BDAA, to wit: Selection of Secretary

Description:

The Secretary of the Board shall: 1. Ensure that an accurate record is kept of the proceedings of each Board meeting. 2. Ensure that notices of Board meetings are posted and sent as required by law. 3. In the absence of the President and Vice President, call the meeting to order and act as presiding officer. 4. Sign or countersign documents as directed by action of the Board.

Recommendation:

The South San Antonio ISD Board of Trustees will select a Secretary.

District Goal/Strategy:

Strategy 1 We will engage all school community members through transparency and effective communication to create an inclusive environment for all students.

Funding Budget Code and Amount:

CFO Approval

Empty table for funding and CFO approval.

APPROVED BY:

SIGNATURE

DATE

Chief Officer:

Superintendent:

Handwritten signature and date 2-2-2018