

Board Officers

*Chair.....*This person leads the board meetings each month and has general control of how the board meetings function. This person is also called upon by the superintendent when issues come up and there is a need to discuss whether or not to bring them to the full board. The person in this position is required to vote on each action agenda item, but can choose the order in which the vote goes. All employee contracts and other legal documents are signed by this person. It is paid an extra compensation of \$400.00 per year.

*Vice Chair.....*This person will serve in the Chair capacity whenever the Chair is absent or not able or unavailable to serve. He/she serves as the first resource on the board with whom the Chair can turn to for reference or opinion regarding procedural matters. It is paid an extra compensation of 1/12 of the Chair's extra pay each time he/she must preside in the Chair's absence.

*Clerk.....*This person serves as the "secretary" for the board. Although he/she does not take meeting minutes, he/she is responsible for making certain the minutes of each board meeting are correct and to sign for verification in the official board book. He/she opens all bids as required by law and announces the bid amounts as specified. The Clerk also signs employee contracts and other legal documents. This position is paid an extra amount of \$175.00 per year.

*Treasurer.....*This person serves as financial officer of the board. He/she monitors the financial transactions approved by the board and superintendent. He/she reviews the audit report each year and identifies issues that may relate to the district's spending policies and procedures. Legal financial documents are signed by this person on behalf of the board. This position is paid an extra amount of \$150.00 per year.

*Director.....*This person is not an officer of the board but has all the same membership and voting privileges as the other officers of the board. There is no extra pay for these positions.