



## Board of Education

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### ACTION

**TITLE:** Designation of Board Disbursing Officers

**DATE:** July 21, 2025

**RESPONSIBLE ADMINISTRATOR:** Mr. Martin Mahan

### BACKGROUND/CONSIDERATIONS:

Act 671 of 2003 requires each school district must designate one of its members who shall serve as the primary board disbursing officer of the District. The Board may designate one or more of its members as an alternate board disbursing officer in the absence of the designated primary board officer. The President and Vice-President have traditionally been designated as the primary and alternate board disbursing officers, respectively.

### RECOMMENDATION:

The administration recommends that the Board designate a Primary Board Disbursing Officer and Alternate Board Disbursing Officer and adopt the attached resolution. If the Board agrees to designate a Primary Board Disbursing Officer and Alternate Board Disbursing Officer, a motion to make those selections follows:

***Move to nominate \_\_\_\_\_ as primary Board Disbursing Officer and \_\_\_\_\_ as Alternate Board Disbursing Officer to serve until the next annual election.***

To adopt the resolution, the motion would read:

***Move to adopt the attached resolution designating \_\_\_\_\_ as primary Board Disbursing Officer and \_\_\_\_\_ as Alternate Board Disbursing Officer to serve until the next annual election.***