



## Nye County School District

# Board Policy

### Policy 0520

### OFFICERS, DUTIES AND SALARIES

#### **PURPOSE:**

#### **RESPONSIBLE OFFICE:**

Officers of the Board of Trustees:

1. The officers of the Board of Trustees (BOT) of the Nye County School District (NCSD) will be President, Vice-President, and Clerk. Officers will be elected at the first meeting in January of each year. Each will serve for a term of one year.
2. Immediately after the organization of the BOT, the Clerk/Designee will file the names of the officers and members with the Nevada State Department of Education and the Nye County Auditor.
3. All members of the BOT will be bonded in the amount of no less than \$100,000.

Salaries of President, Clerk, and other Trustees:

1. Each BOT member receives a salary of \$400 per month. BOT members are covered under worker's compensation while performing their duties.

Duties of Officers:

1. The President of the BOT will have powers as guided by Robert's Rules of Order, Newly Revised.
  - a. All committees will be appointed by the President of the BOT unless ordered by the BOT.
  - b. The President will preside at all meetings of the BOT. He/she will conduct all meetings in accordance with the policies, regulations, and by-laws adopted by the BOT. He/she will appoint committees of study when directed by the BOT. He/she will have the right, as other members of the BOT, to discuss questions.
  - c. The President may move an agenda item to a different position during the course of any meeting, as long as there is no objection from a present BOT member.
  - d. The President will have the authority to sign all necessary documents related to the functions of NCSD and those required by law under Nevada Revised Statutes (NRS).
2. The Vice-President of the BOT will perform the duties of the President in the absence of the President and will perform other functions as designated by the BOT.
3. The Clerk of the BOT will preside in the absence of the President and Vice-President, sign papers, and perform other functions as designated.



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- a. The Clerk will keep the minutes of all meetings and transactions of the BOT and will sign all necessary documents related to the functions of NCSD and those required by law under NRS.
- b. The duties of Clerk, with the exception of signatory powers, may be assigned to a competent employee of NCSD.

### REVISION HISTORY

Date	Revision	Reviewed	Modification
June 28, 1995	1.0		Adoption
April 21, 2022	2.0		Amendment
		April 19, 2024	