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## Board of Education

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### ACTION

**TITLE:** Designation of Board Disbursing Officers

**DATE:** October 9, 2017

**RESPONSIBLE ADMINISTRATOR:** Doug Brubaker, Ph.D.  
Superintendent

### BACKGROUND/CONSIDERATIONS:

Act 671 of 2003 requires that at the first regular meeting following the annual school election, the Board of Education of each school district must designate one of its members who shall serve as the primary board disbursing officer of the District. In addition, 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 at the regular October Board meeting on October 23, 2017.

If the Board agrees to designate a Primary Board Disbursing Officer and Alternate Board Disbursing Officer, a motion that could be used 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 waive the reading of the accompanying resolution once completed, the motion would read:

*Move to waive the reading of the resolution.*

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.*