

SUBJECT: Appointments and Designations by the Board of Education

Appointments

The Board is authorized to appoint individuals to positions which will facilitate the meeting of its responsibilities to the State, the School System and the community. These appointments usually take place at the Annual Organizational Meeting.

The following shall be appointed annually:

- a) District Clerk
- b) District Treasurer
- c) Deputy Treasurer
- d) Tax Collector and Deputies
- e) District Auditor (independent) & Internal Auditor
- f) Treasurer, Extraclassroom Activities Account
- g) Purchasing Official
- h) Audit Committee

The following must be appointed but need not be reappointed annually:

- a) Census Enumerator and assistants
- b) District Physician
- c) Committee on Special Education and Committee on Preschool Special Education
- d) Records Management Officer
- e) Title IX / Section 504 / ADA Coordinator
- f) Local Education Agency (LEA) Asbestos Hazard Emergency Response (AHERA) Designee
- g) Liaison for Homeless Children and Youth
- h) Dignity Act Coordinator - one (1) for each building

The following may also be appointed:

- a) School Attorney(s)
- b) Internal Claims Auditor
- c) Insurance Advisor

POLICY

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By-Laws

SUBJECT: Appointments and Designations by the Board of Education (Cont'd)

Designations

The following designations shall be made by the Board of Education at the Annual Organizational meeting in July:

- a) Petty Cash Funds
- b) Official Newspaper(s)
- c) Official Bank Depositories
- d) Official Bank Signatories
- e) Purchasing Agent
- f) Certifier of Payrolls

Education Law Section 1709

Adopted: 08/07/95
Revised: 10/20/14