

173 Board Officers (replaces 3.02)

The Board of Education shall elect the following officers:

- 173.1 President
- 173.2 Treasurer
- 173.3 Clerk
- 173.4 Vice-President

173.1 President

The President shall have powers outlined in Wis. Stats. Section 120.15, including the following:

1. Serve as the Board chair at meetings and assure that meeting minutes are properly recorded, approved and signed;
2. Countersign all District checks, share drafts or other drafts, for disbursement of District funds;
3. Defend and prosecute all actions brought by or against the District; and
4. Prosecute any actions for the recovery of any forfeiture incurred under Wisconsin Statutes Chapters 115 to 121 in which the District is interested.

173.2 Treasurer

The Treasurer shall have the powers outlined in Wisconsin Statutes. Section 120.16, including the following:

1. Apply for, receive, or sue for all money due the District;
2. Deposit all funds received by the District in the designated public depositories;
3. Disburse District funds by check signed by the Clerk and Treasurer and countersigned by the President;
4. Keep an accounting of all District receipts and disbursements; and
5. Present at the Annual Meeting a written statement of all money received and disbursed during the preceding year.

173.3 Clerk

The Clerk shall have the powers outlined in Wisconsin Statutes Section 120.17, including the following:

1. Report the name and address of each District officer to the Clerk and Treasurer of each municipality within the District;
2. Maintain a record of the Board's meetings, orders, resolutions and other proceedings;
3. Act as Clerk and record the proceedings of the District's Annual and special meetings;
4. Furnish each teacher with a copy of the contract between the teacher and the District; and
5. Deliver to the clerk of each municipality within the District a statement showing that proportion of the amount of taxes to be assessed on that part of the District lying within the municipality.

173.4 Vice President

The Vice President shall assume duties of the President when the President is absent.

173.5 Election of Officers

The Board officers shall be elected at a meeting on the fourth Monday of April. If the Board does not meet on the fourth Monday of April, the election shall take place at the next regularly scheduled Board meeting.

Approved: September 11, 2006