

SCHOOL BOARD GOVERNANCE AND OPERATIONS

ORGANIZATION OF THE BOARD

Role of the District Clerk

The District Clerk will be appointed by the Board of Education at its annual organizational meeting and shall be entitled to receive compensation as fixed by the Board of Education.

1. To attend all meetings of the Board of Education and keep records of their proceedings;
2. To give the required legal notices for all special and annual district Board meetings;
3. To give notice immediately to every person elected or appointed to their office of election or appointment;
4. To perform other duties as required by law and/or the Board of Education.

Update
Presentation: 7/2/03

First
Vote: 8/6/03

Second
Vote: 8/20/03