

## OLDHAM COUNTY BOARD OF EDUCATION POLICY

### DUTIES OF BOARD OFFICERS

1015

*References: KRS 160.290, 160.370, 160.440*

- 1015.01 **Chairman** – The Chairman of the Board shall preside at meetings, appoint special committees, serve as President of the Oldham County School District Finance Corporation and perform such other duties as are provided by law.
- 1015.02 **Vice-Chairman** – The Vice-Chairman shall perform the duties of the Chairman in the absence of the Chairman. If the chairman resigns, the vice-chairman shall automatically become the chairman for the remainder of the chairman’s term. The board members shall then nominate and vote on another vice-chairman.
- 1015.03 **Secretary** – The Secretary shall be responsible for the recording of the minutes and for the safekeeping of other records, and shall perform such other duties as assigned by the Board. The Superintendent may serve as Secretary without compensation.
- 1015.04 **Treasurer** – The Treasurer of the Board shall pay all approved bills of the Board and shall receive all money due the district and shall deposit same in a designated depository.
- 1015.05 **Superintendent** – The Superintendent is the executive agent of the Board, shall meet with the Board, shall prepare under the direction of the Board, all rules, regulations, by-laws and statements of policy for approval and adoption by the Board, and shall fulfill all duties set forth by state law for the superintendent of schools.