

SCOTTSBLUFF PUBLIC SCHOOLS
Scottsbluff, Nebraska

TREASURER

It shall be the responsibility of the board to annually appoint a board treasurer.

It shall be the responsibility of the treasurer to receive the funds collected for the district by the county treasurer, to pay out the funds for expenses approved by the board, to maintain accurate accounting records for each fund, to manage districts investments for the maximum benefit to the district, to report monthly and annually the status of all district funds and investments, and to file required reports with the appropriate state agencies and other entities.

The treasurer will work with the secretary to coordinate the recording, preserving and reporting of financial records, reports, cash flow needs and district investments.

If the treasurer is unable or unwilling to carry out the duties required, it shall be the responsibility of the superintendent to carry out the duties of the treasurer.

The treasurer shall give bond in an amount set by the board. The cost of the bond will be paid by the school district.

Legal Reference: Neb. Statute 79-586 to 590

Cross Reference: 201.01 Board Powers and Responsibilities
203.01 Board Organizational Meeting
203.05 Secretary
700 Business Operation

Approved: 02/11/02

Reviewed:

Revised: