

### **Treasurer**

It is the responsibility of the Board to appoint a Treasurer. The Board may appoint a Treasurer from its employees, other than a position requiring a teaching certificate, or from the public. To finalize the appointment, the Treasurer will take the oath of office during the meeting at which the individual was appointed (or no later than ten days thereafter) and annual meetings thereafter.

The primary responsibility of the Treasurer, as an appointed school officer, is to administer and maintain compliance with statutory duties as outlined throughout the Code of Iowa pertaining to schools. It will also be the responsibility of the Treasurer to work with the Secretary to coordinate the financial records, the financial reports, the cash flow needs and the investment portfolio of the school district.

Adopted: May 8, 1967  
Revised: September 16, 2013  
Revised: August 13, 2018  
Reviewed: November 13, 2023