



220: SECRETARY-TREASURER/CFO (P)

Approved: 00 02 08

Amended: 16 11 22

Amended: 24 11 12

Policy

Reporting to the Superintendent, the Secretary - Treasurer is an Executive Officer of the Board of Education and is Chief Financial Officer of the District. The Secretary Treasurer has specific authority, responsibility and duties under the *School Act* and Regulations.

Per British Columbia *School Act* Part 3, Division 1, Section 23

(1) A board must

(a) appoint a secretary treasurer of the board, and

(b) arrange for the bonding of the secretary treasurer in an amount the board considers adequate.

(2) The secretary treasurer of a board is its corporate financial officer and must perform those duties set out in the regulations.

REFERENCES AND RESOURCES:

Pacific Rim School District XXX: Signing Authority (P)

Pacific Rim School District XXXX: Signing Authority (AP)

School Act Part 3, Division 1, Section 23