



220: SECRETARY-TREASURER (P)

Approved: 00 02 08

Amended: 16 11 22

Amended: 25 01 28

Reporting to the Superintendent, the Secretary-Treasurer is an Executive Officer of the Board of Education and the 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:

School Act Part 3, Division 1, Section 23

Pacific Rim School District XXXX: Secretary Treasurer (AP)

Pacific Rim School District XXX: Signing Authority (P)

Pacific Rim School District XXXX: Signing Authority (AP)