

To: Board of Education

From: Dr. Anthony S. Lewis, superintendent

Re: Appointment of Clerk of the Board, District Treasurer, Deputy Clerk & Deputy Treasurer for 2018-2019 School Year

Date: July 2, 2018

State law requires that each Board of Education annually appoint a clerk of the board and district treasurer. The administration recommends that the board approve the following appointments:

Clerk of the Board — Alyse Proctor

District treasurer — Kathy Johnson, executive director, finance

The administration further recommends that the board approve a deputy clerk and deputy treasurer to be able to sign for official business in the absence of the regularly appointed clerk and/or treasurer:

Deputy clerk — Dawn Downing

Deputy treasurer — Pam Fraley, supervisor, accounting