

SUBJECT: DUTIES OF THE TREASURER

The Treasurer of the Board of Cooperative Educational Services shall be appointed by the Board at its Annual Organizational Meeting and shall serve for a period of one year.

- a) The Treasurer of the BOCES shall perform the duties prescribed by law and the Commissioner of Education.
- b) The Treasurer shall:
 1. Be the financial officer;
 2. Be the custodian of all moneys belonging to the BOCES from whatever source derived;
 3. Deposit these moneys in the depository designated by the Board;
 4. Pay all authorized obligations of the BOCES as directed;
 5. Give detailed quarterly accounts of money budgeted, received and disbursed;
 6. Render an annual report at the end of the fiscal year following audit of the Treasurer's accounts.

Before entering upon the duties of the office, the Treasurer shall be bonded. The Board of Cooperative Educational Services shall purchase a bond to cover the Treasurer in such amount as the Board shall annually designate. The Treasurer will report to the Board via communication through the District Superintendent.

Education Law Sections 1950(7)(j) and 2130
8 New York Code of Rules and Regulations
(NYCRR) Section 170.2(o) and (p)

Adopted:7/10/02