

**OFFICERS, DUTIES & SALARIES**

Officers of the Board of Trustees:

The officers of the Board of Trustees of the Nye County School District shall be President, Vice-President and Clerk. Officers shall be elected at the first meeting in January of each year. Each shall serve for a term of one year.

Immediately after the organization of the Board of Trustees, the Clerk shall file the names of the officers and members with the Nevada State Department of Education and the County Auditor.

All members of the Board of Trustees shall be bonded in the amount of no less than \$100,000.

Salaries of President, Clerk and other Trustees:

Each member receives a salary of \$400 per month. Board members are covered under worker's compensation while performing their duties.

Duties of Officers:

1. The President of the Board shall have powers as prescribed by Robert's Rules of Order, Newly Revised.
  - a. All committees shall be appointed by the President of the Board unless ordered by the Board.
  - b. The President shall preside at all meetings of the Board of Trustees. He or she shall conduct all meetings in accordance with the policies, regulations and by-laws adopted by the Board. He or she shall appoint committees of study when directed by the Board. He or she shall have the right, as other members of the Board, to discuss questions.
  - c. It shall be the prerogative of the President, if there is no objection from a board member present, to move an agenda item to a different position during the course of any meeting.
  - d. The President shall have the authority to sign all necessary documents related to the functions of the Nye County School District and those required by law under Nevada Revised Statutes.
2. The Vice-President of the Board shall perform the duties of the President in the absence of the President and shall perform other functions as designated by the Board.

3. The Clerk of the Board shall preside in the absence of the President and Vice-President, sign papers, and perform other functions as designated.
  - a. The Clerk shall keep the minutes of all meetings and transactions of the Board of Trustees, and shall sign all necessary documents related to the functions of the Nye County School District and those required by law under Nevada Revised Statutes.
  - b. The duties of Clerk, with the exception of signatory powers, may be assigned to a competent employee of the Nye County School District.

Reviewed: October 1, 2013  
Adopted: June 28, 1995  
Revised: November 12, 2013

NEPN/NSBA Classification: BDB  
Legal Reference: NRS 386.310, 386.320 & 386.325