



BOARD POLICY 232

232 - Director of Business Services

The Director of Business Services is directly responsible to the District Administrator for the administration of all business affairs. The Director of Business Services is empowered to act for the District Administrator in the District Administrator's absence.

The Director of Business Services shall assist all Board members in the performance of their duties. The Director of Business Services shall assist the clerk by administering regular and special Board and referendum elections.

The Director of Business Services shall assume other responsibilities as assigned by the District Administrator.

Legal Ref.: Section 118.24, Wisconsin Statutes

Cross Ref.: Job Description for Director of Business Services

Approved: May 15, 1997

Revised: June 20, 2013