

## BOARD POLICY 232

### 232 - Business Manager

The business manager is directly responsible to the District administrator for the administration of all business affairs. The business manager is empowered to act for the District administrator in the District administrator's absence.

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

The business manager shall assume other responsibilities as assigned by the District administrator.

Legal Ref.: Section 118.24, Wisconsin Statutes

Cross Ref.: Job Description for Business Manager

Approved: May 15, 1997