

ASTORIA COMMUNITY UNIT SCHOOL DISTRICT #1

**402 NORTH JEFFERSON ST. ~ ASTORIA, IL 61501 ~ USA
PHONE 309-329-2111 ~ FAX 309-329-2214
DR. TORI S. LINDEMAN, SUPERINTENDENT**

Job Vacancy

Treasurer

The Treasurer of the Board, per IL school code 2:110, shall be either a member of the Board who serves a 1-year term or a non-Board member who serves at the Board's pleasure. A Treasurer who is a Board member may not be compensated. A Treasurer who is not a Board member may be compensated provided it is established before the appointment. The Treasurer must:

1. Be at least 21 years old;
2. Not be a member of the County Board of School Trustees; and
3. Have a financial or related experience, or 12 credit hours of college-level accounting.

The Treasurer shall:

1. Furnish a bond, which shall be approved by a majority of the full Board;
2. Maintain custody of school funds;
3. Maintain records of school funds and balances;
4. Prepare a monthly reconciliation report for the Superintendent and the Board; and
5. Receive, hold, and expend District funds only upon the order of the Board.

A vacancy in the Treasurer's office is filled by Board appointment.

- * 12 month position
- * \$1,200 annual payment
- * Approximately 5 hours monthly time investment

[Type text]
[Type text]

[Type text]
[Type text]

[Type text][Type text]