



**To:** Dr. Charles Johns  
Board of Education

**From:** Vicki Tarver

**Date:** Monday, May 23, 2022

**Re:** Appointment of Assistant and Associate Township School Treasurers for the 2022-23 fiscal year

**Recommendation**

It is recommended that the Board of Education approve the appointments of Scott Rosen and Vicki Tarver as Associate Township School Treasurers, and R.J. Gravel as Assistant Township School Treasurer for the 2022-23 fiscal year.

**Background**

As part of the district's long-term partnership with the Northfield Township School Treasurer's office, the Business Services department provides day-to-day support to township school districts through the management of banking and investment services. In addition members of our district's staff also provide accounting services which include monthly bank reconciliations, the development of financial statements, and are also responsible for leading all transactions relative to property tax appeals.

The Northfield Township School Treasurer pays an annual stipend to each Assistant and Associate Treasurer for services performed on behalf of the Treasurer's office. Historically, the office appoints each school district's Chief School Business Official as an Assistant Treasurer to support their individual school district's operations. Additionally, because our department provides day-to-day support to all township school districts, two additional Associate Treasurers are appointed. These appointments are then confirmed by each school district's Board of Education. For the 2022-23 fiscal year, the following individuals are recommended for appointment:

<u>Name</u>	<u>Responsibility</u>	<u>Stipend</u>	<u>Date of Appointment</u>
Scott Rosen	Associate Treasurer	\$6,000 per Year	July 1, 2022
Vicki Tarver	Associate Treasurer	\$6,000 per Year	July 1, 2022
R.J. Gravel	Assistant Treasurer	\$500 per Year	July 1, 2022