

### INCAPACITY OF THE TREASURER

If the Treasurer is absent from any meeting of the Board of Education, the members present shall choose one of their number to serve in his or her place, pro tempore.

It is the legal duty of the Board of Education to appoint a Treasurer Pro Tempore by a majority vote of the members of the Board upon determination that the Treasurer is incapacitated in such a manner that he/she is unable to perform the duties of his/her office. If the Treasurer is a member of the Board, he or she shall not vote on any matter related his or her incapacitation. The Board shall require the Treasurer Pro Tempore to execute a bond immediately after his appointment in accordance with Section 3313.25 of the Revised Code.

The Board shall fix the compensation of the Treasurer Pro Tempore who shall serve until the Treasurer's incapacity or until the expiration of his/her contract or term of office, whichever is sooner. He/she shall perform all of the duties and functions of the Treasurer, and may be removed at any time for cause by a two-thirds majority vote of the members of the Board.

The Board will exercise its authority under law to determine the incapacity of the Treasurer in the following manner.

- A. At the request of the Treasurer if he/she is absent without pay by reason of personal illness, injury, or exposure to contagious disease which could be communicated to others.
- B. Upon certification of a physician selected and compensated by the Board.
- C. Upon determination of a referee pursuant to Section 3319.16 Revised Code, that the Treasurer is unable to perform the duties of his/her office, and the Treasurer is absent with pay by reason of personal illness, injury, or exposure to contagious disease which could be communicated to others.

If the Board determines that the Treasurer is unable to perform the duties of his/her office, he/she may:

- A. At the request of the Board, be placed on sick leave with such pay to which he/she may be entitled or which may be authorized by Board policy; or
- B. At his/her request, or without such request, pursuant to Section 3319.13 Revised Code, be placed on a leave of absence without pay.

The foregoing leave shall not extend beyond the contract or term of Office of the Treasurer.

The Treasurer shall, upon request to the Board, be returned to active duty status, unless the Board denies the request. The Board may require the Treasurer to establish to its satisfaction that he/she is capable of resuming such duties on a full-time basis.

The Board may demand that the Treasurer return to active service, and upon the determination that he/she is able to resume his/her duties, the Treasurer shall return to active service.

The Treasurer may request a hearing before the Board on any action taken under this policy and shall have the same rights in such hearing as are granted under Section 3319.16 Revised Code.

LEGAL REFS: O.R.C. §3313.23

Adopted: November 21, 2013