

**279.3 Appointment of secretary and treasurer.**

1. The board shall appoint a secretary who shall not be a teacher employed by the board but may be another employee of the board. The board shall also appoint a treasurer who may be another employee of the board. However, the board may appoint one person to serve as the secretary and the treasurer.

2. These officers shall be appointed from outside the membership of the board and the appointment and qualification shall be entered of record in the minutes of the secretary. They shall qualify within ten days following appointment by taking the oath of office in the manner required by [section 277.28](#) and filing a bond or obtaining an insurance policy as required by [section 291.2](#) and shall hold office until their successors are appointed and qualified.

[C51, §1119; R60, §2035; C73, §1721; C97, §2757; SS15, §2757; C24, 27, 31, 35, 39, §4222; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §279.3; [82 Acts, ch 1012, §1](#)]

[85 Acts, ch 28, §1](#); [2001 Acts, ch 47, §1](#); [2003 Acts, ch 180, §30](#); [2024 Acts, ch 1074, §5](#)

Referred to in [§291.2](#)  
Subsection 2 amended