## PORTAGE LA PRAIRIE SCHOOL DIVISION

**Section D: Fiscal Management** 



DB

File DB

## **SECRETARY-TREASURER**

The Portage la Prairie School Division Board shall recruit and hire a Secretary-Treasurer for the Division. He/she shall manage the financial, administrative, and operational affairs of the Division and fulfill the statutory requirements under *The Public Schools Act.* (PSA 29, 30, 40, 41, 50.3, 53-55, 213, 247)