

SEC. 5. He shall render to the Board, at each stated meeting, an account of receipts and disbursements.

SEC. 6. He shall keep a fair and accurate record of the proceedings of the Board, and file and preserve all reports in writing, all accounts, and other written or printed matter from time to time laid before the Board, subject at all times to the examination of any member, and shall make a general report of the state of such accounts annually.

SEC. 7. He shall receive and keep safely all deeds, notes, bonds or evidences of debt due the Board, and render an account thereof whenever the Board shall require it.

SEC. 8. He shall record legibly all the receipts and expenditures of the Board, keeping a particular account of the expenses of each District, in books provided for that purpose and preserved in the office of the Board.

SEC. 9. He shall order such books and stationery as may be necessary for the general use of the Board and office, and by order of a Commissioner subject to such rules as the Board may have adopted, shall procure, through the Superintendent, from the State Agents or the publishers, books and stationery for use of the Schools. All such orders shall be filed, and the books and stationery charged to the District for which the order was given.

SEC. 10. He shall keep an account of books and stationery with each School, distinct from all other accounts for salaries or incidental expenses, noting the cost of books and the receipts from sale or use.

#### ARTICLE IV.—*The Commissioners.*

SEC. 1. Each Commissioner shall exercise a general supervision over the Schools in his District, and shall visit and examine into their general condition at least once in every term, and report thereon at each quarterly meeting of the Board.

SEC. 2. He shall account for all money coming into his hands as Commissioner from any source, and shall file with the Treasurer receipted bills as vouchers of the faithful disbursement of all funds appropriated to his District.

SEC. 3. Each Commissioner shall report to the Board at its stated meetings, (on forms provided for the purpose,) the number of pupils attending School—boys and girls—the salary of each teacher, the incidental expenses of each School, and the amount received for text books. He shall also report the condition of School houses and School furniture, and what amount, if any, is needed for repairs and improvements.

SEC. 4. He shall (by and with the consent of the Board,) appoint from the list of persons holding registered certificates, teachers to take charge of the Schools in his Dis-