

(4) And such other clerical, statistical and stenographic assistants, and such other professional assistants, assistant superintendents, supervisors, attendance officers, medical inspectors and school nurses as the county board of education shall authorize; provided that no professional assistant shall be appointed who does not hold the appropriate certificate issued by the state superintendent of schools, and the appointment of no professional assistant shall be valid without the written approval of the state superintendent of schools.

74. The county board of education shall provide the office of the county superintendent of schools with ample, convenient and comfortable quarters, and with adequate clerical equipment; and the county superintendent of schools and his professional assistants shall be provided with such means of transportation as are necessary for the effective and efficient performance of their official duties. They shall be reimbursed for all actual and necessary traveling and other expenses and disbursements incurred or made by them in the performance of their official duties, and no part of the traveling or personal expenses of the county superintendent and his professional assistants incurred in the performance of their official duties shall be included in, or counted as a part of, their annual salary.

75. The county superintendent of schools shall direct the taking of the biennial school census provided for in sections 21B and 25M of this article.

76. The county superintendent of schools shall take the initiative in the preparation and presentation of the annual school budget, and shall in every way seek to secure adequate funds from the local authorities for the support and development of the public schools of the county.

77. The county superintendent of schools, acting as the executive officer of the county board of education, shall conduct all correspondence, receive all reports from the board of district trustees, principals, and teachers, and shall see that all reports are properly made and submitted. He shall prepare, or cause to be prepared, and submit to the county board of education for adoption, all reports required of that board by the state board of education or the state superintendent of schools, and he shall prepare, or cause to be prepared, and submit for approval, to the county board of education, the annual report addressed to the people of the county, provided for in section 29 of this article.