

BOARD OFFICERS

The officers of the School Board shall be a Chairman, Vice-Chairman, and Secretary and shall be elected at the annual organizational meeting to serve until the next annual organizational meeting. Any vacancy in these offices may be filled at any meeting of the Board provided that all members of the Board have been notified prior to the meeting that the vacancy will be filled at such meeting.

CHAIRMAN:

The Chairman of the School Board shall preside at Board meetings, and shall perform such other duties as may be prescribed by law or by action of the Board of Education. The Chairman shall:

- Decide, at Board meetings, the question of order unless overruled by the Board;
- Have the same right as the other members to offer resolutions, to make motions or second motions, to discuss questions, and to vote thereon;
- Appoint or provide for the election of all committees of the Board unless otherwise directed by the Board, and he shall be ex officio member of all such committees;
- Call special meetings of the Board;
- Sign official district documents that require the signature of the Chairman's office;
- Sign contracts and other instruments, as authorized by the Board in its name and behalf;
- Prepare the agenda for each meeting in coordination with the Superintendent;
- Have such other powers and duties as the Board may determine.

VICE-CHAIRMAN:

The Vice-Chairman shall have the powers and duties of the Chairman in his or her inability to preside, and such other powers and duties as the School Board may from time to time determine.

SECRETARY:

The Secretary shall be responsible for the recording of all non-public sessions and have such other powers and duties as the School Board may from time to time determine.

Adopted: 1/5/10: Recoded: 1/14/20