

POLICY

2003

Governance & Operations

BOARD OFFICERS

The President and Vice-President of the Board of Education shall be elected by members of the Board at the annual reorganization meeting in July. Election to a Board of Education position requires a majority vote of the entire Board, i.e., five affirmative votes. Thereafter, vacancies in these offices shall be filled at the next meeting of the Board.

Duties of the President of the Board

The duties of the President of the Board shall be as follows:

- to preside at all meetings;
- to act as chief fiscal officer of the Board;
- to execute all documents on behalf of the Board;
- to act as an ex-officio member of all committees;
- to call special meetings he/she considers necessary or on request of one member of the Board;
- to act as temporary chairperson of the annual district meeting and special district meetings; and
- to perform the usual and ordinary duties of the office.

The President will have the prerogative to delegate non-stationary responsibilities to the Vice-President or other Board members.

Duties of the Vice-President

The Vice-President shall be authorized:

- act for the President in case of the President's absence or inability to act, within statutory limitations.
- manage and administer the Board Calendar; and
- attend school district events and ceremonies as representative of the Board.

In the absence of both President and Vice President, the Board may elect one of its members to serve as President pro-tempore.

Ref: Education Law §1709; 2105(6); 2502; 2504; 2553; 2563; 2590-b
New York State Constitution, Article 13 §2

Adoption date: July 2003