

## 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.

### Duties of the President of the Board

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

1. to preside at all meetings;
2. to call special meetings he/she considers necessary or on request of one member of the Board;
3. to appoint committees with the advice of fellow Board members;
4. to act as an ex-officio member of all committees;
5. to execute all documents on behalf of the Board;
6. to perform the usual and ordinary duties of the office;
7. to work with the former Board President in order to continue the previous year's incomplete goals; and
8. to meet with newly appointed members of the Board to: outline the structure of the Board; describe the functions of committees; explain personnel procedures; and review copies of Board policy manual.

### Duties of the Vice-President

The Vice-President shall assume all the duties of the President in his/her absence.

Cross-ref: 2510, New Board Member Orientation

Ref: New York State Constitution, Article 13 §2  
Local Finance Law §2.00(5)(e)  
Education Law §§1709; 2105(6); 2502; 2504; 2553; 2563; 2590-b

<b>2<sup>nd</sup> reading</b> (replacing 8:05.1; 8:05.2):	03/02/2011
<b>1<sup>st</sup> reading</b> (replacing 8:05.1; 8:05.2):	02/02/2011