

ADOPTED: October 2, 1975

REVISED: November 16, 1978, July 21, 1988

REVIEWED: April 29, 1993, December 5, 2002

BOARD OFFICERS

BY-LAWS ARTICLE VIII

- A. The officers of the District shall be a Chair, a Vice-Chair, and a secretary and treasurer. A recording secretary may be elected as deemed necessary by the Board. The annual election of officers shall take place at the organizational meeting, with the exception of secretary and treasurer, but vacancies in any office may be filled at any regular or special meeting.
- B. The Chair shall be the chief executive officer of the Board and shall preside at all meetings of the Board. S/he shall perform all the duties commonly incident to his/her office, and shall perform such other duties and have such other powers as the Board may designate.
- C. The Vice-Chair shall perform the duties and have the powers of the Chair during the absence or disability of the Chair. S/he shall perform all the duties commonly incident to this office, and shall perform such other duties and have such other powers as the Board may authorize.
- D. The Superintendent of Schools of the District shall be the secretary and treasurer. S/he shall attend all the meetings of the Board and of the district, and shall have and exercise, under the supervision of the Board, all of the powers and duties commonly incident to the office of a secretary and treasurer.

S/he shall keep, or cause to be kept, accurate records of all votes and proceedings of the Board at regular and special meetings in a minute book which shall be open to the inspection of any member of the Board. In the absence of the secretary and treasurer from any meeting of the Board, a temporary officer may be appointed and may act for him/her.

