

### **OFFICERS OF THE BOARD OF EDUCATION**

The officers of the Board shall consist of a President and a Vice-President.

#### **The President**

The President presides at all meetings of the Board and performs other duties as directed by law, state regulations and policies of the Board. In carrying out these responsibilities, the President:

- A. Is responsible for the orderly conduct of all Board meetings;
- B. Calls special meetings of the Board as necessary;
- C. Appoints Board committees, is an ex officio member of all Board committees with the power to vote and is knowledgeable as to the business of the various committees and generally oversees their work;
- D. Signs all proceedings of the Board after they have been approved;
- E. Signs all other instruments, acts and orders necessary to carry out state requirements and the will of the Board; and
- F. Performs such other duties as may be necessary to carry out the responsibilities of the office.

The President has the right, as do other Board members, to offer resolutions, to make and second motions, to discuss questions and to vote.

#### **The Vice-President**

In the absence of the President, the Vice-President performs the duties and has the responsibilities and commensurate authority of the President. In case of a vacancy in the office of the President, the Vice-President shall become President and shall serve until the next organizational meeting.

The Vice-President performs such other duties as may be delegated or assigned to him/her by the Board.

In case of a vacancy in the office of the Vice-President, the unexpired term shall be filled by a majority vote of the Board at the next regular meeting.

The President Pro Tempore

A president pro tempore may be elected by a majority of the Board to serve in such capacity when the President and Vice-President are absent or unable to perform their duties.

The President Pro Tempore does not have power to sign any legal documents and vacates the chair when the President or Vice-President arrives at the meeting.

LEGAL REFS: O.R.C. §3313.14

Adopted: September 20, 2011