

**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 act as chief fiscal officer of the Board;
3. to execute all documents on behalf of the Board;
4. to appoint all standing and ad hoc committees;
5. to act as an ex-officio member of all committees;
6. to call special meetings he/she considers necessary or on request of one member of the Board;
7. to vote together with other members of the Board;
8. to perform the usual and ordinary duties of the office;
9. to act as temporary chairman of the annual district meeting and special district meetings; and
10. to, along with other members, offer resolutions, and discuss questions.

*Duties of the Vice-President*

The Vice-President shall be authorized to act for the President in case of the President's absence or inability to act, within statutory limitations.

Ref: New York State Constitution, Article 13 §2  
Local Finance Law §2.00(5)(e)  
Education Law: §§1709(17); 2105(6); 2502; 2504; 2553; 2563; 2590-b

**Adopted by the Board of Education: February 10, 1997**