

POLICY BDB

Board of Education Las Cruces Public Schools

Related Entries: BDA
Responsible Office: Board of Education

BOARD OFFICERS AND DUTIES

I. PURPOSE

The Board of Education is committed to the election, by its members, of a Board president, vice president and secretary and to the functioning of those officers in compliance with the provisions of this policy.

II. POSITION

A. The Board shall elect from its membership a president, a vice president and a secretary.

B. The duties of the president, vice president and secretary will be as follows:

1. President

- a. To direct the development of agendas.
- b. To preside at meetings.
- c. To appoint committees except in case of formal action by the Board to the contrary.
- d. To call special meetings of the Board.
- e. To sign all contracts and such other documents as may be proper and applicable to his/her position.
- f. To perform other duties that properly pertain to the office or those duties that may be delegated to him/her by the Board.

2. Vice President

The vice president shall perform the duties of the president in the absence of the president.

3. Secretary

1. To prepare, sign, or co-sign all legal documents, contracts or checks as become the responsibility of his/her position.

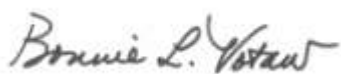
2. To perform such other duties as may be prescribed by law and policy of the Board.

III. REVIEW

This policy shall be reviewed on an ongoing basis in accordance with the Board of Education policy review process.

History: Formerly Policy 120

Legal Reference:



Board of Education, President

Oct. 21, 2008

Date Approved