

## **BOARD OFFICERS**

The President, Vice-President and Clerk 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.

### 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.

### Duties of the Clerk

The Clerk shall be authorized to act for the President in case of the President's and Vice 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; 2105(6); 2502; 2504; 2553; 2563; 2590-b

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