

( ) Required  
(X) Local  
(X) Notice

### **BOARD OFFICERS**

The President and Vice-President of the Board of Education shall be elected by members of the Board at the annual organization 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 if able;
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 assume all the duties of the President in his/her absence.

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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