

## **P0300 BOARD OFFICERS**

### **BOARD POLICY:**

**In addition to the duties prescribed by law or by the rules of the Board of Education, the President shall exercise such other powers as properly pertain to the office or may be delegated by the Board. The Vice President will perform the duties of the President in the absence of the President.**

Implemental Procedures:

1. The duties of the President shall be to preside at all sessions of the Board, to preserve order, to enforce rules, to sign all legal documents required by the statutes, and to appoint members to Board-authorized committees.
2. The President shall serve as official spokesperson for the Board or shall appoint another member as the President's designee in communications with the media. (For more information, see P0275 – *BOE Code of Conduct*.)
3. It is the duty of the President, when the Board is not in session, to act on any emergency matter which may arise and, at the next regular meeting, to report whatever action was taken.
4. The President shall appoint Board members, school personnel, or citizens to serve on committees for the Board and other agencies. The President will announce all available appointments at the Board table. Board members will have the opportunity to respond. The President will make the appointments at the next Board meeting with the consensus of the Board. The Board President shall ensure that appointments are made on a fair and equitable basis.
  - a. Kansas Association of School Boards appointments shall be formally voted on at the Board table, as per KASB requirements.
5. The President shall establish liaison with other governmental agencies to assist in cooperative action.
6. It is the duty of the President to provide the necessary leadership to help individual Board members serve productively as part of the Board and also to assist the Board in being a cohesive whole.
7. It is the responsibility of the President to be available for counsel to the Superintendent of Schools.
8. At all meetings of the Board, the President shall exercise privileges as a Board member including the power to vote on any question put to the vote of the Board. Normally, the President will not make or second motions but may at the President's discretion.
9. In the absence or inability to act of both the President and Vice President, the remaining members will select a member to act in that capacity.

Board counsel has approved this policy as to legal form and content.

Latest Revision Date: November 2017

Previous Revision Date: July 2008 P0300

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