

BY-LAW

DUTIES OF PRESIDENT

The president shall preside at all meetings of the Board and shall perform other duties as directed by statute, state Department of Education regulations, and this Board. In carrying out these responsibilities, the president shall:

- A. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Board;
- B. Consult with the Superintendent on the Board's agendas;
- C. Appoint Board committees and chairpersons, if any, subject to Board approval;
- D. Appoint Special Board Committees, subject to Board approval;
- E. Appoint Board representatives to local, county and State organizations;
- F. Call such meetings of the Board as he/she may deem necessary upon at least two days' notice;
- G. Be an ex officio member of all Board committees;
- F. Confer with the Superintendent on crucial matters which may occur between Board meetings;
- H. Be responsible for the orderly conduct of all Board meetings. As presiding officer at all meetings of the Board, the president shall:
 - 1. Call the meeting to order at the appointed time;
 - 2. Announce the business to come before the Board in its proper order;
 - 3. Enforce the Board's policies relating to the order of business and the conduct of meetings;
 - 4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;
 - 5. Explain, or request that the Solicitor, Superintendent and/or Business Administrator explain, what the effect of a motion would be if it is not clear to every member;

6. Restrict discussion to the question when a motion is before the Board;
 7. Answer, or refer to the Solicitor, all parliamentary inquiries to the Board's attorney;
 8. Refer questions of law to the Solicitor; and
 9. Put motions to a vote, stating definitely and clearly the vote and result thereof.
- I. Certify all payrolls; and
- J. Subscribe bonds, notes, contracts and other legal instruments for which the signature of the president is required.

The president shall have the right, as other Board members have, to offer resolutions, to discuss questions, and to vote.

Date: January 18, 1983

Reviewed/Revised: February 23, 2009

Legal References:

N.J.S.A. 18A:6-20	The right to testify; counsel; witnesses; compulsory process
N.J.S.A. 18A:6-54	Representative assembly; organization; election of board of directors and officers (educational services commission)
N.J.S.A. 18A:13-12	Organization of boards; failure to organize
N.J.S.A. 18A:15-1	President and vice president; election or failure to elect
N.J.S.A. 18A:15-2	Removal of president or vice president; vacancies
N.J.S.A. 18A:19-1	Expenditure of funds on warrant only; requisites
N.J.S.A. 18A:19-9	Compensation of teachers, etc., payrolls
N.J.S.A. 18A:24-32	Form and execution; type II districts
N.J.S.A. 18A:54-18	Organization of boards of education (county vocational schools)
N.J.A.C. 6A:32-3.1	Special meetings of district boards of education

Possible

Cross References:

1120	Board of education meetings
9020	Public statements

9130 Committees

9322 Public and executive sessions