

Bylaws of the Board

PRESIDENT/VICE PRESIDENT

The president shall preside at all Governing Board meetings. He/she 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 conduct of meetings and help ensure compliance with applicable requirements of the Brown Act.
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference.
5. 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. Rule on parliamentary procedure.
8. Put motions to a vote, and state clearly the results of the vote.

The president shall have all the rights of any member of the Board, including the right to move, second, discuss, and vote on all questions before the Board.

The Board president shall also perform other duties as directed by law, State Department of Education regulations, and the Board, including the duty to:

1. Sign all instruments, acts, and orders necessary to carry out state requirements and the will of the Board.
2. Consult with the Superintendent or designee on the preparation of the Board's agenda.
3. Appoint and disband all committees, subject to Board approval.
4. In collaboration with the entire Board and Superintendent, call such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law.

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PRESIDENT/VICE PRESIDENT (continued)

5. Confer with the Superintendent or designee on crucial matters which may occur between Board meetings.
6. In conjunction with the entire Board and Superintendent, serve as a policy spokesperson.
7. Be responsible for the orderly conduct of all Board meetings.
8. Share informational mail with other Board members.

When the president resigns or is absent or disabled, the vice president shall perform the president's duties. When both the president and vice president are absent or disabled, the clerk shall perform the president's duties.

(cf. 9320 - Meetings)

Vice President

The Vice President shall serve as presiding officer in the absence of the president and perform other duties assigned by the Board.

Legal Reference:

EDUCATION CODE

35022 President of the board

35143 Annual organizational meetings; dates and notice

GOVERNMENT CODE

54950-54963 Ralph M. Brown Act

Management Resources:

CSBA PUBLICATIONS

Board Presidents' Handbook, revised 2002

CSBA Professional Governance Standards, 2000

Maximizing School Board Leadership: Boardsmanship, 1996

WEB SITES

CSBA: <http://www.csba.org>

Bylaw

Adopted: 11/13/90

Revised: 05/18/04

CHULA VISTA ELEMENTARY SCHOOL DISTRICT
Chula Vista, California