

POLICY BDB - BOARD OFFICERS

The WBSAU Board of Directors shall consist of 5 members.

Officer Election

At its annual meeting following the November election, the Board shall elect a Chairperson and Vice Chairperson from its membership and appoint a board secretary. Upon their election, board officers shall remain in their positions until the next annual meeting. The Board can vote to have a member removed from one of these leadership positions upon majority vote.

Duties of the Chair

The duties of the Chairperson shall include:

1. Call meetings of the Board of Directors;
2. Preside at all meetings of the Board of Directors;
3. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Board;
4. Confer with the superintendent on crucial matters which may occur between Board meetings;
5. Consult with the superintendent on the agenda and adjustments to the agenda;
6. Appoint committees and/ or subcommittees subject to Board approval;
7. Serve as ex-officio member of all committees;
8. Make or cause to be made requests for legal opinions/advice;
9. Be public spokesperson for the Board at all times except as this responsibility is specifically delegated to others;
10. Be responsible for the orderly conduct of all Board meetings;
11. Prepare an annual report as needed;
12. Perform all other duties imposed by these bylaws: and
13. The chair shall have the right, as other Board members have, to offer resolutions, discuss questions and vote.

Duties of the Vice Chair

1. The duties of the Vice Chairperson shall include:
In the absence of the chairperson the vice-chairperson shall act as the chairperson. In the absence of the chairperson and vice chairperson, the Board members present, provided a quorum is present, shall elect one of its members present to preside over the meeting.
2. May consult with the Superintendent and Chairperson on the agenda and amendments to the agenda

The duties of the Secretary

The Superintendent shall serve as Secretary of the Board, with the right to speak on all questions and offer recommendations. The Secretary shall be responsible for ensuring that records are kept of all business transacted by the Board at both regular and appropriately called special meetings, and shall perform such other functions as are ordinarily functions of this office.

Legal Reference: 20-A1 MRSA § 1055 (ALL)

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