

Qualifications, Terms and Duties of Board Officers

The Board officers are the Chair and Vice-Chair. These officers are elected at the annual organizational meeting.

Chair

The Board elects a Chair from its members for a one-(1)-year term to serve as Chair of the Board. The duties of the Chair are:

1. Preside at all meetings, conduct meetings in the manner prescribed by the Board's policies, and enforce the usual parliamentary rules;
2. Offer resolutions and discuss questions;
3. Calling special meetings of the Board whenever there is sufficient business to conduct, or upon written request of at least two other members of the Board;
4. Advise the Superintendent on the preparation of the agenda for meetings;
5. Appoint an acting clerk in the absence of the clerk;
6. Sign all papers and documents as required by law and as authorized by the action of the Board. This shall include the annual financial statement, master agreements, Board transcript, and all other instruments deemed necessary by the Board for accurate and official Board records;
7. Advise the Superintendent so that all regular and special meetings of the Board comply with the Idaho Open Meeting Law;
8. Close Board meetings as prescribed by Idaho law; and
9. Exercise such other powers as may be delegated to him/her by the Board.

The Chair is permitted to participate in all Board meetings in a manner equal to all other Board members, including the right to participate in debate and to vote.

Vice-Chair

The Vice-Chair shall preside at all Board meetings in the absence of the Chair, and shall perform all of the duties of the Chair in case of the Chair's absence or disability.

Legal Reference: I.C. § 33-506      Organization and government of board of trustees

Policy History:

Adopted on: 11/4/13

Revised on: 10/1/18