

Qualifications, Terms and Duties of Board Officers

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

Chairman

The Board elects a Chairman from its members for a one (1) year term. The Chairman of the Board will serve as President of the Board and is authorized to vote on all issues before the Board. The chairman's duties and rights will include:

1. Presiding at all meetings of the Board and enforcing the usual parliamentary rules;
2. Calling special meetings of the Board whenever there is sufficient business to conduct, or upon written request of two other members of the Board;
3. Responsible, along with the Superintendent for the preparation of the agenda for meetings;
4. Exercising such other powers as may be delegated to him or her by the Board;
5. Appointing an assistant clerk in the absence of the clerk;
6. Affixing his or her signature to such documents as the annual financial statement, master agreements, Board transcript, and all other instruments as deemed necessary by the Board for accurate and official Board records.
7. Advising the Superintendent so that all regular and special meetings of the Board comply with the Idaho Open Meeting Law.
8. Make all Board committee appointments.
9. Close Board meetings as prescribed by Idaho law.

The Chairman 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. The Chairman may not make a motion, but may second motions.

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:

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