0171 DUTIES OF PRESIDENT AND VICE PRESIDENT

The President of the Board of Education shall:

1. Preside at all meetings of the Board;

2. Call special meetings of the Board, N.J.A.C. 6:3-1.2;

3. Sign all school district warrants, N.J.S.A. 18A:19-1;

4. Certify to all payrolls, N.J.S.A. 18A:19-9;

5. Subscribe bonds, notes, contracts, and other legal instruments for which the signature of the President is called, N.J.S.A. 18A:24-32;

6. Issue subpoenas to compel attendance of witnesses and production of documents, N.J.S.A. 18A:6-20;

7. Appoint all committees of the Board;

8. Serve as committee member ex officio in accordance with Board Bylaw No. 0155;

9. Assist in the preparation of the Board agenda.

The Vice President shall assume and discharge the duties of the President in the event of the President's resignation, in the President's absence, disability, or disqualification for the remainder of the President's term. N.J.S.A. 18A:16-1.1

Adopted: 22 April 1996
Revised: 17 January 2012