

Book	Policy Manual
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Rescind Bylaw - Vol. 43, No. 1**0173—BOARD OFFICERS****A. The President of the Board of Education shall:**

1. preside at all public meetings of the Board;
2. call special meetings of the Board; R.C. 3313.16
3. appoint all committees;
4. sign notes, minutes, conveyances, contracts, and other legal instruments for which the signature of the President is called; R.C. 3313.51, 3315.08
5. assist in the preparation of the Board agenda.

B. The Vice President shall assume and discharge the duties of the President in his/her absence, disability, or disqualification.**C. A committee chairperson shall call meetings of the committee, keep informed on developments in activities under the committee's jurisdiction, and report to the Board for the committee.****© Neola 2002**