

## **B-15 BOARD OFFICERS**

President - The President of the Board of School Trustees shall:

1. Preside at all meetings.
2. Call special meetings.
3. Start meetings promptly and keep them moving.
4. Conduct meetings in a fair and impartial manner in accordance with procedures adopted by the Board; allow all members ample opportunity to be heard.
5. Perform such other duties as may be prescribed by law or by action of the Board of School Trustees.

The President of the School Board may take part in any discussion and vote on any matter before the Board without relinquishing the chair.

First-Vice President - Will perform the duties of the President in his absence.

Second-Vice President - Will perform the duties of the First-Vice President in his absence.

Secretary - The secretary will appoint a person to record the minutes of the meeting in addition to other duties as prescribed by law or by action of the Board of School Trustees.

Parliamentarian - The parliamentarian is appointed by the president as an advisor.

LEGAL REF: IC20-26-4-1

SOURCE: Plainfield Community School Corporation Plainfield, IN

ADOPTED: Prior to 08/10/66

REVISED: 08/01/72, 06/12/79, 06/14/82, 09/14/89, 01/09/97, 10/14/10