

Official Duties of Secretary

The Secretary shall perform the duties of the Chairperson at Bethany Board of Education meetings in the absence of the Chairperson and Vice-Chairperson.

The Secretary will keep records in the absence of the Recording Secretary.

Bylaw adopted:	September 9, 1991
Bylaw reviewed:	February 11, 2004
Bylaw revised:	March 10, 2004
Bylaw revised:	February 10, 2016
Bylaw revised:	April 8, 2020