

OFFICIAL DUTIES - CHAIRPERSON

1. The Chairperson shall preside at all meetings of the RSD 17 Board of Education and perform all duties imposed by Connecticut General Statute 10-218 and those prescribed by Board policies, rules and regulations. The Chairperson will be responsible for the orderly conduct of all Board meetings.
2. The Chairperson may call special meetings as deemed necessary or upon receiving a written request to do so by three members of the Board. All requests for information or data outside of a regularly scheduled Board or sub-committee meeting shall be coordinated through the Board Chair.
3. The Chairperson shall serve as the Board's spokesperson, except as this responsibility is specifically delegated to others.
4. The Chairperson shall appoint the chair and members of all special and standing committees.
5. The Chairperson shall serve ex-officio as a member of all committees.
6. The Chairperson shall act as the Board's representative for the purposes of consultation with Board legal counsel when appropriate, and may authorize other Board members to consult with Board counsel when appropriate.
7. The Chairperson shall keep the Vice Chairperson duly informed on all pertinent matters in the event of an absence by the Chairperson.
8. The Chairperson shall act as a resource to the Superintendent on decisions which may require further consideration between Board meetings.
9. The Chairperson's signature shall be an alternate signature on all legal documents requiring the signature of the Board Secretary.
10. The Chairperson shall perform such other duties as may be delegated to him or her by the Board.

Legal Reference: Connecticut General Statutes 10-218 Officers. Meetings.

Approved by the Board, November 10, 2020