

DUTIES OF PRESIDENT AND VICE PRESIDENT

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The President of the Board of Education shall:

1. Preside at all meetings of the Board;
2. Require the Board Secretary to call special meetings of the Board, N.J.A.C. 6A:32-3.1;
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 required, 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; and
8. Assist in the preparation of the Board agenda.

The Vice President shall assume and discharge the duties of the President in the President's absence, disability, or disqualification.

N.J.S.A. 18A:16-1.1

Adopted: 27 November 2000

Revised: 15 June 2015

