

PRESIDENT

The Baldy View Regional Occupational Program Commission President shall preside at all meetings of the Commission and perform other duties as directed by law, State Department of Education Regulations, and the Commission. In carrying out these responsibilities, the Commission President shall:

1. Sign all instruments, acts, and orders necessary to carry out state requirements and the will of the Commission.
2. Consult with the Superintendent on the Commission's agenda.
3. Appoint all temporary committees subject to Commission approval; and shall be an ex-officio member of each committee.
4. Call such meetings of the Commission as may be deemed necessary giving notice as prescribed by law.
5. Confer with the Superintendent on crucial matters which may occur between Commission meetings.
6. Be responsible for the orderly conduct of all Commission meetings.
7. Represent the Commission at all official functions.

As presiding officer at all meetings of the Commission, the Commission President shall:

1. Call the meeting to order at the appointed time.
2. Announce the business to come before the Commission in its proper order.
3. Enforce the Commission's policies relating to the order of business and the conduct of meetings.
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference.
5. Explain what the effect of a motion would be if it is not clear to every member.
6. Restrict discussion to the question when a motion is before the Commission.
7. Answer all parliamentary inquiries.
8. Put motions to a vote, stating definitely and clearly the vote and result thereof.

PRESIDENT (continued)

The Commission President shall be granted all the rights of any member of the Commission, including the right to move, second, discuss, and vote on any and all questions before the Commission.

Legal Reference:

EDUCATION CODE

35022 *President of the board*

35143 *Annual organizational meetings; dates and notice*

GOVERNMENT CODE

54950-54963 *Ralph M. Brown Act*

Management Resources:

CSBA PUBLICATIONS

Board Presidents' Handbook, revised 2002

CSBA Professional Governance Standards, 2000

Maximizing School Board Leadership: Boardsmanship, 1996

WEB SITES

CSBA: <http://www.csba.org>