

Cache County School District

Policy Series 1000: Board of Education

Policy No. 1000

The Cache County Board of Education

The purpose of this policy is to explain the organization, duties, and function of The Cache County Board of Education (CCBE).

Organization

1. The CCBE consists of seven members elected by the people as prescribed by law.
2. The CCBE shall elect a president and a vice-president from its own membership for two-year terms at a time and until a successor is elected.
3. The election shall be held during the first board meeting in January following a regular school board election held in the district.
4. When a vacancy occurs in the office of president or vice president of the CCBE for any reason, a replacement shall be elected for the unexpired term.
5. An officer appointed or elected by the CCBE may be removed from office for cause by a vote of two thirds of the Board. UT CODE: 53G-4-203

Duties of Officers

1. President – The president of the CCBE shall be the presiding officer of the Board. He/she shall preside at all board meetings and shall sign all warrants, checks, contracts, conveyance notices, bond, and other instruments which have been ordered to be executed by the CCBE or as prescribed by law.
2. Vice President – The vice-president shall perform the duties of the president in the absence or disability of the president.
3. Board Members – Board members function as part of a team or group and not as individuals. Each member serves in the interest of the people of the whole district and the people of the state rather than in the interest of the election precinct from which he or she was elected. They act upon matters only after careful study and only when in official session with the CCBE. Attendance of a simple majority of the board members constitutes a quorum for the transaction of official business.

Function

1. The policy of the CCBE is to act as a corporate body and to make decisions only when in session on all matters pertaining to the authorizing of services, formulating of policies, legislating of rules and regulations, approval of budgets, authorizations and appropriations of expenditures and all other matters, which may properly come before the CCBE.
2. The CCBE delegates the execution of its policies to the superintendent and his/her staff. C. No standing committees shall exist in the CCBE organization. Any committee appointed

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with or made up of board members and any of the executive officers shall be for specific assignments or for fact-finding and research purposes only.

3. The CCBE appoints the superintendent and employs all other employees upon the recommendation of the superintendent.
4. The CCBE acts to confirm existing policy, modify existing policy, or establish new policy.

Legal References:

Utah Code Ann. 53G-4-203

Approved by the Board of Education: October 25, 2018. Last Revised: 11/21/24.