

## **BDB- BOARD OFFICERS**

The officers of the Wilton-Lyndeborough Cooperative School Board shall be a Chairperson, and Vice-Chairperson. The officers shall be elected at the annual organization meeting to serve until the next annual organization meeting or until a successor is elected. Any vacancy in any of such offices may be filled at any meeting of the Board provided that all members of the Board have been notified prior to the meeting that the vacancy will be filled at such meeting. The Superintendent is the chief executive officer and an ex-officio member of the Board without voting rights and shall be the Executive Secretary ex-officio.

### **CHAIRPERSON:**

The Chairperson shall preside at all meetings and shall not originate or second motions; however, the Chairperson shall have the right to vote on all matters before the Board. The chairperson shall consult with the Superintendent on the preparation of the agenda for each meeting, shall have authority to sign contracts and other instruments as approved by the Board in its name and on its behalf, and shall have such other powers and duties as the Board may from time to time determine.

### **VICE-CHAIRPERSON:**

The Vice-Chairperson shall have the powers and duties of the Chairperson in his/her absence or for the duration of the disability, and such other powers and duties as the Board may from time to time determine.

*The Vice-Chairperson will be responsible for acknowledging public inquiries through the joint SAU School Board email in a timely manner. Such correspondence must adhere to Policy BEDH. Emails received will become part of board correspondence unless their content involves complaints regarding staff or students. Such complaints will be handled in accordance with Policy KE and KEB.*

**First Reading:** September 14, 2010

**Second Reading:** October 12, 2010

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