

Central Linn School District 552-C

Code: **BCB**
Adopted: 8/11/97
Revised: 4/14/05

Board Officers

Officers of the Board shall consist of the chairman and vice-chairman. They shall be elected by the Board at the first meeting at the start of each school year and shall serve for one year or until their successors have been chosen and have qualified.

The Board may appoint a deputy clerk and insurance agent of record to serve under the supervision of the superintendent who shall also be the clerk of the district as provided in Oregon statutes with the appointment to begin at the start of each fiscal year.

Duties of Board officers and the superintendent:

1. The chairman of the Board shall preside at all meetings of the Board, enforce the rules of the Board and appoint committees and perform other duties as approved by the Board. The chairman shall sign all warrants and other papers and documents as required by law or authorized by action of the Board;
2. The vice-chairman shall serve in the absence of the chairman, and in the performance of this service shall exercise all the powers and bear all the responsibilities of the chairman;
3. The district superintendent/clerk shall perform all duties as required by Oregon Revised Statutes and Oregon Administrative Rules and otherwise as assigned and authorized by the district Board, including but not limited to meeting requirements set forth in the superintendent job description;

The Board shall designate a staff member to serve as Board secretary. The superintendent will supervise and evaluate that employee. The secretary to the Board will take notes at Board meetings so that minutes can be compiled and will perform such other related work as assigned by the superintendent or requested by the chairman of the Board.

Board may appoint one of its members, usually the chairman, or another person to make authorized statements to the public or media when the Board deems that the position of the district should be made known. The spokesperson serves at the direction of the Board and may be removed or replaced at any time by action of the whole Board.

END OF POLICY

Legal Reference(s):

ORS 255.335
ORS 332.040
ORS 332.045
ORS 332.057