

Bylaws

**METUCHEN
BOARD OF EDUCATION**

BYLAWS
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DUTIES OF BOARD 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;
8. Serve as committee member ex-officio in accordance with Board Bylaw 0155;
9. Assist in the preparation of the Board agenda;

Other_____.

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

The Vice President shall not have the authority to alter any committee assignments made by the President. In the absence of both officers a chairman pro tempore shall be selected by the Board, under the guidance of the Secretary.

Adopted: 26 October 2010


