

SUBJECT: PRESIDENT  
ORIGINATING OFFICE: SUPERINTENDENT  
EFFECTIVE: OCTOBER 13, 2015  
REVISED: **FEBRUARY 27, 2018**

The Board of Trustees shall elect a president from among its members to provide leadership on behalf of the Board and the educational community it serves.

To ensure that Board meetings are conducted in an efficient, transparent, and orderly manner, the president shall:

- Call such meeting of the Board as he/she may deem necessary, giving notice as required by law
- Consult with the Superintendent or designee on the preparation of Board meeting agendas
- Call the meeting to order at the appointed time and preside over the meeting
- Announce the business to come before the Board in its proper order
- Enforce the Board's bylaws related to the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act
- Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference
- Facilitate the Board's effective deliberation, ensuring that each Board member has an opportunity to participate in the deliberation and that the discussion remains focused
- Rule on issues of parliamentary procedure
- Put motions to a vote, and state clearly the results of the vote

The president shall have the same rights as other members of the Board, including the right to, discuss and vote on all matters before the Board.

The president shall perform other duties in accordance with law and Board policy including, but not limited to:

- Signing all instruments, acts, orders, and resolutions necessary to comply with legal requirements and carry out the will of the Board
- Working with the Superintendent or designee to ensure that Board members have necessary materials and information

- Subject to Board approval, appointing and dissolving all committees
- In conjunction with the Superintendent or designee, representing the district as the Board's spokesperson in communications with the media
- Leading the Board's advocacy efforts to build support within the local community and at the state and national levels

When the president resigns or is absent, the vice president shall perform the president's duties. When both the president and vice president are absent, the clerk shall perform the president's duties.

*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>