

PRESIDENT

The president shall preside at all Governing Board meetings.
He/she shall:

1. Call the meeting to order at the appointed time;
2. Announce the business to come before the Board in its proper order;
3. Enforce the Board's policies relating to the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act;
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;
5. Explain what the effect of a motion would be if it is not clear to every member;
6. Restrict discussion to the question when a motion is before the Board;
7. Rule on issues of parliamentary procedure;
8. Put motions to a vote, and state clearly the results of the vote;
9. Be responsible for the orderly conduct of all Board meetings

(cf. 9323 – Meeting Conduct)

The president shall have all the rights of any member of the Board, including the right to discuss and vote on all questions before the Board in alignment with Robert's Rules of Order. In the event that the Board President wishes to move or second a motion he or she must relinquish to the gavel to the Vice President.

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

1. Signing all instruments, acts, and orders necessary to carry out state requirements and the will of the Board.
2. Consulting with the Superintendent or designee on the preparation of the Board's agendas.

(cf. 9322 – Agenda/Meeting Materials)

3. Working with the Superintendent to ensure that Board members have necessary materials and information.
4. Appointing and dissolving committees subject to Board Approval.
5. Calling such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law.

PRESIDENT (continued)

(cf. 9320 – Meetings and Notices)

(cf. 9321 – Closed Session Purposes and Agendas)

6. Representing the District as governance spokesperson, in conjunction with the Superintendent.

(cf. 1112 – Media Relations)

7. Confer with the Superintendent or designee on crucial matters which may occur between Board meetings;

8. Participate in finalist interviews with the Superintendent for the Principals/Senior Administration positions.

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

Legal Reference:

EDUCATION CODE

35022 President of the board

35143 Annual organizational meetings; dates and notices

35144 Special meetings

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: Boardmanship, 1996

WEB SITES

CSBA: <http://www.csba.org>

Bylaw

adopted: July 29, 1997

Revised: Dec. 11, 2012

CULVER CITY UNIFIED SCHOOL

Culver City, California