

## **BP 8140 OFFICERS**

Each Advisory School Board shall annually elect a chairperson, vice-chairperson and secretary. Members may serve consecutive terms as a Board officer.

The duties of the chairperson are to preside at Advisory School Board meetings, appoint all committees of the Advisory School Board, and represent the Advisory School Board at Public meetings, special meetings, and other occasions as directed by the School Board. The Chairperson will also see that all information from the School Board is distributed to other Advisory School Board members. The chairperson shall be an ex-officio member of all Advisory School Board committees.

The duties of vice-chairperson are to preside at Advisory School Board meetings in the absence of the chairperson and to perform all other duties as shall be assigned by the Advisory School Board.

The duties of the secretary are to insure that an accurate record of the proceedings of the Advisory School Board is kept and that a copy of this record is presented to each Advisory School Board member, the Principal or designee, and the Superintendent or designee who will make these records available to the School Board.

### *Legal Reference:*

#### *ALASKA STATUTES*

*14.12.35 Advisory school boards in REAA*

*14.12.35 Advisory school boards in borough school districts*

**9/92**

Adopted 11/23