

**POLICY: A.1**

**A. SCHOOL DISTRICT ORGANIZATION AND OPERATION**

**ORGANIZATION – BOARD OF EDUCATION**

In accordance with West Virginia Code 18-5-1c, each respective board of education shall conduct a Statutory Meeting on the first Monday of July, following the primary election in the year one thousand nine hundred eighty-two and each biennial primary election thereafter, each respective board of education shall organize and elect for a two-year term, a president from its own membership and report same promptly to the state superintendent of schools.

At the Statutory Meeting the board shall also elect a Vice President for a two-year term.

Every board member shall take the oath prescribed by Section 5, Article IV of the Constitution, before performing any of the duties of his/her office. The oath shall be filed with the secretary of the board. The elected President and Vice President shall take the oath for the office for which they were elected.

At the Statutory Meeting the board shall elect individual members to represent the Board on various committees.

The President shall preside at all board meetings, and perform all duties prescribed by state statutes or delegated by the Board of Education. The President shall appoint or provide for all special committees of the Board, and shall be an ex-officio member of all such committees.

The Vice President shall preside at all board meetings, in the absence of the President.

The county Superintendent of Schools shall act as the chief executive officer of the board, and execute under the direction of the state board all of its educational policies and be the secretary of the board and attend all meetings of the board or its committees, except when the superintendent's tenure, salary, or administration is under consideration. When action must be taken within the school system in cases where the Board has provided no guides for administrative action, the Superintendent shall have the power to act, and the decisions shall be subject to review and action of the Board at its next meeting. It shall be the duty of the superintendent to inform the Board promptly of such action and of the need for policy.

Legal Reference: West Virginia Code 18-5-1c

APPROVED: October 8, 2002