

# POLICY 1001

The President, or his/her designee, functions as the official spokesperson for the Board. The President will be the official recipient of correspondence directed to the Board and will provide copies of School District related correspondence to all other Board members and, in his/her discretion, to the Superintendent. Board members who receive School District related correspondence that was not addressed to the President will promptly provide a copy to the President.

The President and Secretary will sign all papers and documents required by law or otherwise authorized by action of the Board.

The President, on behalf of the Board, is authorized to consult with the Superintendent and/or School District legal counsel prior to presentation of an issue to the full Board.

**Vice-President** The Vice-President of the Board will have the powers and duties of the President during the temporary absence or disability of the President. The Vice-President will also have such other powers and duties as the Board may from time to time determine.

**Treasurer** The Treasurer of the Board will sign all School District documents required by law or otherwise authorized by action of the Board and perform other duties required by law and/or assigned by the Board.

**Secretary** The Secretary of the Board or his/her administrative designee will be responsible for taking and keeping the Board minutes in conformity with applicable legal requirements and performing such other duties as the Board may from time to time determine. The President and Secretary will sign all papers and documents required by law or otherwise authorized by action of the Board.

**Vacancies in Officer Positions** In the event of a vacancy in a Board office, the Board will elect a successor to serve for the balance of the term.

**Removal from Office** The Board may remove a person from an elected Board office by a majority vote of the serving members. Removal from an office does not constitute removal from the Board.

**Compensation** Board members will be paid a stipend, as determined by the Board.

**Reimbursement of Expenses** In addition to compensation for meeting attendance, Board members will be reimbursed for actual and necessary expenses incurred in the discharge of their official duties, as well as for attending Board approved activities and functions. Board members are expected to exercise good judgment, and ensure that expenditures incurred are reasonable, necessary, and in the best interest of the School District. Board members will not be reimbursed for entertainment expenses or the purchase of alcoholic beverages.

**Indemnification** The School District will indemnify the Board and individual Board members to the extent permitted by law. The School District will also purchase and keep in effect insurance policies for the defense and indemnification of the Board and individual Board members.

**Discipline and Removal** By a majority vote, the Board may censure an individual Board member or members for violating federal or Michigan law, these Bylaws or Board policy, or otherwise acting in a manner inconsistent with the office of a Board member. By a majority vote, the Board may petition the Governor to remove an individual Board member or members from the Board for any reason permitted by law.

**Professional Services** The Board may select and appoint qualified individuals or firms to provide professional services to the District for legal, architectural, and auditing/accounting services. In making such selections, the Board will, minimally, consider certifications, licenses, training and experience.