

BYLAWS OF THE BOARD

Establishment of Officers and Delegation of Responsibilities

For the performance of official duties, the Okemos Board of Education elects a president, a vice president, a secretary and a treasurer from among its members by a vote of four members of the board during its annual organizational meeting.

The superintendent's office is charged with (1) the preparation of all financial statements. (2) the general correspondence and the taking of minutes of all board meetings and (3) taking of the minutes of all board meetings. The superintendent may confer with the treasurer concerning the form in which financial statements are to be brought before the board. The minutes shall be submitted to the secretary for review and distributed after approval to the board and to such other persons as the board may name.

Except under highly unusual circumstances, the superintendent or designee shall attend all meetings of the board and such meetings of the board committees as necessary, except when the superintendent contract and/or salary are under consideration. The superintendent shall have the privilege of taking part in the board of education's deliberations and shall make available pertinent information relative to the matters under discussion.

Legal Reference: MCL 380.11a

Policy

Adopted: 05-10-76

Amended: 01-08-07

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