

Bylaws of the Board

Secretary

In the absence of the Chairperson and the Vice Chairperson, the Board of Education meeting shall be called to order by the Secretary, and no business shall be transacted until a Chairperson - Protem has been chosen. The Secretary shall keep a record of the proceedings of the Board and shall keep on file all reports, communication papers, and documents relating to the business of the Board, or belonging to it. The Secretary shall perform such other duties as may be required by the Board. Any or all of the Secretary's duties, not directly assigned by statute, may be delegated to a duly appointed Stenographer and/or the Superintendent of Schools.

(cf. 9120 - Officers)

Legal Reference: Connecticut General Statutes

10-218 Officer. Meetings.

10-224 Duties of secretary.

10-221 Salaries of secretary and attendance officers.

Bylaw adopted by the Board: August 18, 2003

EAST GRANBY PUBLIC SCHOOLS
East Granby, Connecticut