

**ELECTION AND APPOINTMENT OF OFFICERS  
AND AUXILIARY PERSONNEL**

At the annual organizational meeting, the Long Hill Township Board of Education (BOE) shall elect a President and a Vice President, each to serve for a one-year term and until they or their respective successors are elected and qualify. If the Board fails to choose a President and Vice President at the meeting, the Executive County Superintendent shall appoint such officer(s) pursuant to law. The election of officers shall be by recorded roll call vote by a majority of the Board.

A President or Vice President who refuses to perform a duty imposed upon him/her by law may be removed from office by a majority vote of all members of the Board. If the office of President or Vice President becomes vacant, the Board shall within 30 days thereafter fill the vacancy. If the Board fails to fill the vacancy within such time, the Executive County Superintendent shall fill the vacancy for the unexpired term pursuant to law.

The Vice President shall serve as the Acting President only until such time as the President is seated due to absence or vacancy.

In the event of the absence of both the President and Vice President, the most senior Board member present shall preside. The most senior member present shall be that member with the longest amount of continuous, uninterrupted service as a member of the Long Hill Township Board of Education.

The Board shall, by a recorded roll call majority vote at its annual organizational meeting, appoint a person to serve as Board Secretary/Business Administrator unless the incumbent is tenured.

The Board may appoint other necessary officials either at the annual meeting, when their terms or contracts expire, or as necessary.

**Reviewed and readopted: April 9, 2012**  
**Replaces all previously adopted policies**  
**First reading: November 9, 1998**  
**Second reading: November 23, 1998**

**Legal References:**

N.J.S.A. 18A:15-1

President and vice-president; election or failure to elect

N.J.S.A. 18A:15-2

Removal of president or vice president; vacancies

**Legal References (continued):**

<u>N.J.S.A.</u> 18A:17-5	Appointment of secretary
<u>N.J.S.A.</u> 18A:17-6	Bonding of secretary
<u>N.J.S.A.</u> 18A:17-31	Appointment of treasurer of school monies
<u>N.J.S.A.</u> 18A:17-532	Bonding of treasurer

**Possible Cross References:**

9114	Resignation/Removal from office
9122	Duties of the Vice President
9123-9124	Business Administrator/Board Secretary
9126	Board Attorney
9322.1	Organization Meeting