

Section 8: DUTIES OF THE BOARD CHAIR

Wyoming statute [§21-2-301\(b\)](#) establishes the process for electing the board chair and lists duties, including the right to call meetings of the board. The same opportunity to call meetings of the state board are also given to the governor and the state superintendent.

Policy purpose: The purpose of this policy is to stipulate the duties of the chair.

Policy statement:

The chair shall preside at all meetings of the board and shall be the board's official representative at all times unless otherwise provided by the board.

The chair may appoint members to represent the board at legislative and legal hearings, conferences, and other meetings deemed appropriate by the board.

Special meetings may be called by the chair. The chair may appoint special or ad hoc committees as needed. The chair of a special or ad hoc committee shall be designated by the board chair.

The chair shall, comply with [Section 19](#) of Wyoming State Board of Education policy manual on the development of agendas. The chair shall sign all contracts that the board is authorized to execute.