

# **KHSTA Bylaws, Article VIII**

## **DUTIES OF OFFICERS**

The Vice-President shall:

- i. Serve as assistant to the President in all duties of the President;
- ii. Assume the duties of the President in the absence of the President;
- iii. Be responsible for the formation and distribution of the Association's calendar of activities; and
- iv. Serve as coordinator of committee activities at the direction of the President.

# **CTA Bylaws, Article V, Section 6**

## **DUTIES OF STATE COUNCIL OF EDUCATION REPRESENTATIVE**

The State Council of Education Representative shall perform the following duties:

- a. Regularly attend all meetings of the State Council of Education.
- b. Participate actively in the work of committees to which he/she is assigned.
- c. Become informed on professional and educational matters in the chapter(s) or organization represented and be prepared to make adequate presentation of proposals or recommendations originating in the chapter(s).
- d. Report regularly to his/her chapter, regarding the deliberations and actions of the State Council of Education.
- e. Attend and participate in the meetings and activities of the Service Center Council of which his/her chapter is a part.
- f. Perform such other duties as may be assigned to representatives by action of the State Council of Education