

to fill the vacancies in said board as they regularly occur, each person so elected shall serve for a term of three years, the superintendent shall be chosen every third year; three district trustees shall be chosen annually by the voters of each of the said districts, and if a vacancy shall occur in the office of superintendent, by death, resignation, or otherwise, during the time for which he was elected, it shall be the duty of the board of education to fill the said vacancy by their appointment of some competent person, to serve until the next annual school election, when the school voters shall choose some person to serve as superintendent for a full term of three years; *provided*, that if the said vacancy shall not occur in time for the board of education to give the regular three weeks notice thereof, previous to the first school election thereafter, the person who may be appointed by the said board to fill said vacancy, shall hold over until the annual school election for the next year, when said vacancy shall be duly filled by election as aforesaid, due notice thereof having been previously given by the board of education.

CHAP. 221.

Proviso

SEC. 6 *And be it enacted*, That the person elected as superintendent in conformity with the provisions of the previous sections of this act, and his successors in office, shall have and exercise the following powers, and perform the following duties, namely: he shall have a general supervision over all the schools established or provided for in this act; he shall visit each district school at least twice in every year, without notice to the school, shall make a careful examination into the general condition of the school, the character of discipline, the proficiency of the pupils, the character and value of the books, maps, and so forth, in use in said school, the character and condition of the school building and fixtures, the general conduct of the pupils, and the teacher's mode of imparting instruction in the various branches taught in each school, and shall make to the teacher or to the district trustees such suggestions with regard to any or all of these subjects, as he may judge proper and calculated to lead to any improvement or additional efficiency therein; he shall also prepare blank forms of reports for district trustees, and suitable instructions and forms for conducting the various details of the system, and shall furnish them to the local boards of trustees; he shall act as register to the board of education, and shall enter their proceedings in a book to be procured for that purpose; he shall have charge of all returns

Duties and powers of the superintendent