

BOARD OF DIRECTORS

Series 200

POLICY TITLE ORGANIZATIONAL MEETING PROCEDURES No.
200.1R1

The board will hold its organizational meeting in odd-numbered years at or before the first regular meeting following the canvass of votes. Notice of the meeting's place and time will be given by the board secretary to each member, member-elect, and the public.

The purpose of the meeting is to transfer material and responsibility from the outgoing board to the new board. At the meeting, the board will elect a president and a vice president who will hold office for one year. Once elected, the president and vice president will be entitled to vote on all matters before the board.

Meeting Procedure

The organizational meeting of the board will be held in two parts: the final meeting of the outgoing board and the organizational meeting of the new board.

1. Final Meeting of the Retiring Board

- (1) Call to Order/Roll Call
- (2) Adoption of Agenda
- (3) School District Mission and Vision
- (4) Pledge of Allegiance
- (5) Acknowledgements/Commendations
- (6) Public Comments
- (7) Student Report
- (8) Consent Items
- (9) Committee Reports
- (10) Unfinished Business/Action Items
 - a. Financial Depository Balances
 - b. Bank Depositories/Maximum Balances (If there are changes)
 - c. Election Results
 - d. Other Unfinished Business Action Items
- (11) Superintendent Report
- (12) Board President Report
- (13) Adjournment of Retiring Board

2. Organizational Meeting of the New Board

- (1) The board secretary as president pro-tem, will preside over the meeting until a new board president is elected.
- (2) Call to Order/Roll Call
- (3) Oath of Office-the board secretary will administer the oath to new members.
- (4) Election of President of the Board-the president pro-tem calls for nominations; nominations need not be seconded. The board will then vote on the nominations. The board secretary will announce the result of the vote, and the board secretary will administer the oath of office to the newly elected president, and the newly elected president will assume the chair.
- (5) Election of the Vice-President-the president of the board will call for nominations; the nominations need not be seconded. The board will then vote on the nominations. The president will announce the results and administer the oath of office to the vice-president.

Other items of business at the organizational meeting may include:

- (6) Reports
- (7) Action Items
- (8) Board President Report
- (9) Communication/Correspondence
- (10) Upcoming Meetings/Important Dates
- (11) Adjournment

NOTE: Board members elected at a regular school election must take the oath of office at or before the organization meeting. Failure to do so results in a vacancy.

NOTE: The board president and vice president are each elected to a one year term at the organizational meeting in odd-numbered years and at the annual meeting in even-numbered years.

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