

ANNUAL ORGANIZATIONAL MEETING, ELECTION OF OFFICERS

At the first regular meeting at which newly-elected board members are seated in election years and at the first regular meeting in December in non-election years, the board shall elect from among its members a *chair/president* and a vice president to serve one-year terms. A newly appointed board member will not be eligible to serve as an officer unless a majority of the board has been appointed.

If a board member is unable to continue to serve as an officer, a replacement shall be elected immediately. In the absence of both the *chair/president* and the vice president, the board shall elect a president pro tempore who shall perform the functions of the *chair/president* during the latter's absence.

The superintendent shall act as board secretary. In order to provide a record of the proceedings of each meeting of the board, the superintendent shall appoint a recording secretary of the board.

In even-numbered years in June a legislative representative shall be elected who shall serve a two-year term.

The normal order of business shall be modified for the annual organizational meeting by considering the following matters after the approval of the minutes of the previous meeting:

- A. Welcome and introduction of newly elected board members by the chair/president.
- B. Call for nominations for chair/president to serve during the ensuing year.
- C. Election of a chair/president (roll call vote).
- D. Assumption of office by the new chair/president.
- E. Call for nominations for vice chair/president to serve during the ensuing year.
- F. Election of a vice chair/president (roll call vote).

Policies shall continue from year to year and board to board until and unless the board changes them.

Legal References: RCW 28A.330.010

RCW 28A.330.020

RCW 28A.330.050

RCW 28A.400.030

RCW 29A.20.040

Board president, vice-president or president pro tempore — Secretary

Certain board elections, manner and vote required — Selection of personnel, manner

Duties of superintendent as secretary of the board

Superintendent Duties

Local elected officials, commencement of term of office — Purpose

Adoption Date: 12/21/99 12/20/11

Revision Date: 12/20/11 1st Reading: 11/22/11

2nd Reading 12/20/11

School District Name: Keller School District #3

WSSDA Revised: 08.99; 08.05; 02.11

Classification: Optional