

Annual Organizational Meeting

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 will elect from among its members a chair/president and a vice chair/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 will be elected immediately. In the absence of both the chair/president and the vice chair/president, the board will elect a president pro tempore who will perform the functions of the chair/president during the latter's absence.

The superintendent will act as board secretary and perform all the duties as outlined by law. In order to provide a record of the proceedings of each meeting of the board, the superintendent will appoint a recording secretary of the board.

The normal order of business will 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
- D. Assumption of office by the new chair/president;
- E. Call for nominations for vice chair/president to serve during the ensuing year; and
- F. Election of a vice chair/president
- G. Call for nominations for Legislative Representative; and
- H. Election of a legislative representative (roll call vote);
- I. Call for nominations for WIAA representative; and
- J. Election of a WIAA representative (roll call vote).

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

Legal References: RCW 28A.330.010 Board president, vice-president or president pro tempore — Secretary
 RCW 28A.330.020 Certain board elections, manner and vote required — Selection of personnel, manner
 RCW 28A.330.050 Duties of superintendent as secretary of the board
 RCW 28A.400.030 Superintendent's duties
 RCW 29A.20.040 Local elected officials, commencement of term of office — Purpose

Adoption Date: 03.27.01
Kittitas School District #403
Classification: Discretionary
Revised Dates: 03.16.16