

BOARD ORGANIZATIONAL MEETING

Background

The Public School Code provides that all members of the Board of School Directors shall be given five days' notice, by mail, by the secretary of the retiring board, of the time and place of meeting for organization, at which time and place, if a majority are present, an organization shall be effected as follows: there shall be elected from the holdover members a temporary President, and the secretary of the board shall act as secretary of such meeting. The certificates of the election or appointment of all new school directors shall be read, and a list of the legally elected or appointed and qualified school directors prepared. If any of the members have not taken and subscribed to the oath of office required by this act, the same may be administered to them by the temporary President.

Objective

The purpose of this policy is to outline the procedures for the Board Reorganization Meeting.

Policy

1. The Reorganization Meeting of the Mt. Lebanon School Board shall take place on the first Monday of December, or such other date during the first week in December as is specified by the Board.
2. Prior to Meeting:
 - a. Board members will be given at least five (5) days notice of the meeting date, time and place.
 - b. The holdover President, or designee, will arrange for a local judicial official to administer the Oath of Office to the new directors, if necessary. In the absence of such official, the temporary President may administer the oath.
3. At the Meeting:
 - a. A temporary President shall be elected from the holdover members and the meeting will be called to order.
 - b. The judicial official or temporary President shall administer the Oath of Office to the newly elected or appointed School Directors.
 - c. The temporary President shall call for nominations for the office of President for a term of one year.
 - d. The nominee with a majority of votes shall be elected President.
 - e. The newly elected President shall assume the chair and call the meeting to order.
 - f. The newly elected President shall call for nominations for Vice President for a term of one year.
 - g. The nominee with a majority of votes shall be elected Vice President and will assume the office.
 - h. The Solicitor for the District shall be voted on and appointed for the upcoming year.
 - i. The calendar of future Board Discussion and Business meetings shall be determined and voted on.

Communication

This policy shall be communicated to:

1. All Administrators
2. The Mt. Lebanon Community
3. Newly Elected Board Members

Adopted July 19, 2004
Reviewed November 4, 2015