

## 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 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.

In even-numbered years in June, a WSSDA legislative representative will be elected to 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; and
- F. Election of a vice chair/president (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: 11.10.97  
Tonasket School District  
Reviewed: 8/29/11; 6/24/13

**Classification: Discretionary**