

## 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 president, vice president and legislative representative 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 using the procedures for nomination and election noted below. In the absence of both the president and the vice president, the legislative representative will perform the functions of the 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 agenda:

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

A call for nominations will be repeated three times for each position.

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.60.280 Local elected officials, commencement of term of office — Purpose

Management Resources:           2017 - April Issue

Adoption Date: 2/8/23  
Classification: **Discretionary**  
Revised Dates: