Richfield School District No. 316

THE BOARD OF TRUSTEES **1200**

Annual Organization Meeting

After the issuance of the election certificates to the newly elected Trustees in November and on the date of its regular January meeting, the Board shall elect from among its members a Chair and a vice chair to serve one year terms. The Board shall also elect a clerk and a treasurer, who may be Members of the Board of Trustees or, at the discretion of the Board, either or both positions may be selected from among competent and responsible persons outside the membership of the Board. The Board, in its discretion, may allow compensation for the clerk and for the treasurer if other than the county treasurer. 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 and the vice chair, the Board shall elect a chair pro tempore, who shall perform the functions of the Chair during the latter's absence. The clerk shall act as Board secretary.

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:

1. Welcome and introduction of newly-elected Board Members by the current Chair;
2. Swearing in of newly-elected Trustees;
3. Call for nominations for Chair to serve during the ensuing year;
4. Election of a Chair;
5. Assumption of office by the new Chair;
6. Call for nominations for vice chair to serve during the ensuing year;
7. Election of a vice chair;
8. Election of a clerk; and
9. Election of a treasurer; and
10. Review the code of ethics.

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

Legal Reference:	I.C. § 33-506	Organization and Government of Board of Trustees
	I.C. § 33-510	Annual Meetings – Regular Meetings – Board of Trustees

Policy History:
Adopted on: 2015
Revised on: September 10, 2018
Reviewed on: