

1 **Browning Public Schools**

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3 Policy # **1120**

4 Policy Name: *Annual Organization Meeting*

5 Regulation: -----
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7 After the issuance of the election certificates to the newly elected trustees in May and no later than
8 ~~fifteen (15)~~ **twenty-five** days after the election, the Board shall elect from among its members a
9 Chairperson, and a Vice-Chairperson to serve until the next annual organizational meeting. If a
10 Board Member is unable to continue to serve as an officer, a replacement shall be elected at the
11 earliest opportunity to serve the remainder of the term. In the absence of both the Chair and the
12 Vice-Chair, the Board shall elect a Chairperson *pro tempore* who shall perform the functions of the
13 Chair during the latter's absence. The Clerk or designee shall act as Board secretary.
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15 The normal order of business shall be modified for the annual organizational meeting by considering
16 the following matters after the approval of the minutes of the previous meeting:
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- 18 1. Introduction of newly-elected Board Members by the current Chair;
 - 19 2. Administration of oath of newly elected trustees;
 - 20 3. Call for nominations for Chairperson to serve during the ensuing year;
 - 21 4. Election of a Chair;
 - 22 5. Assumption of office by the new Chair;
 - 23 6. Call for nominations for Vice Chairperson to serve during the ensuing year
 - 24 7. Election of a vice-chairperson;
 - 25 8. Appointment of a Clerk.
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37 **Legal Reference:** §20-3-321 MCA Organization and Officers
38 §20-3-322(a) MCA Meetings and Quorum
39 §1-5-416(1)(b), MCA Powers and duties of Notary Public
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42 **Policy History:**

43 Adopted on: 6/30/97

44 Amended on: 1/12/99, 11/8/11, 3/26/14, 3/9/21