



**Subject:** Establish President Pro Tempore  
**Date:** May 6, 2025

The retiring President usually acts as President Pro Tempore for the newly elected Board; unless a temporary Chairman is at once selected, which the Board may do at its discretion. (This assumes the retiring President is still in office.)

**If the Board chooses to select a temporary President, the following procedure is followed:**

**Board Member:** "I move to appoint \_\_\_\_\_ to serve as President Pro Tempore."  
*(This needs to be seconded by another Board Member.)*

President Pro Tempore calls for votes (roll call is not necessary).

**President Pro Tempore:** "The new Board of Education of School District 45 will now come to order."

President Pro Tempore then calls the roll.

The President Pro Tempore then presides until election of officers. After the new President is elected, he/she presides for the remainder of the meeting.