

BOARD REORGANIZATIONAL MEETING

The Board of Education recognizes its obligation to hold an annual reorganizational meeting. The purpose of the reorganizational meeting shall be to elect officers of the Board and make the proper appointments and designations of other district employees for the proper management of the school district during the school year. The Board shall also perform such annual functions as are designated by law.

The annual reorganizational meeting of the Board of Education shall be held during the first Tuesday in July (unless it is a legal holiday, in which case the meeting will be held on the first Wednesday).

The meeting shall be called to order by the previous Board President or his/her designee, who shall preside until the election of a new president. The order of business to be conducted at the organization meeting shall include the following items required or implied by state law and/or regulation:

I. Administration of Oath

The District Clerk shall administer the oath of office to newly-elected Board members. Such oath shall conform to Article XIII-1 of the Public Officers Law; the Clerk shall countersign the oath. No new Board member shall be permitted to vote until he/she has taken the oath of office.

II. Election of Officers

The Board shall elect a president and vice-president for the ensuing year, and administer the oath of office to them. A majority of all members of the Board shall be necessary for a valid election.

III. Appointment of Officers

The Board shall appoint and administer the oath of office to the following officials:

District Treasurer	Deputy Treasurer
Clerk of the Board	Tax Collector
Internal Claims Auditor	

IV. Other Appointments

The Board shall appoint and establish the stipend (if any) for the following positions:

School Physician	School Attorney
Census Enumerator	Attendance Officer
School Dentist	Insurance Consultant
District Auditor	Records Access Officer
Asbestos Designee	Records Management Officer

Central Treasurer of Extraclassroom Activity Account

V. Bonding of Personnel

The Board shall bond the following personnel handling district funds:

District Clerk	School Attorney
Tax Collector	Internal Claims Auditor
District Treasurer	Deputy Treasurer
Central Treasurer of Student Activity Account	

The Board shall, in each instance, specify the amount of the bond it intends to obtain.

VI. Designations

The Board shall designate:

Official depositories for district funds
Official district newspapers

The Board shall fix the day and hour for the holding of regular meetings, which shall be at least once each month while school is in session, in the rooms provided for the Board, unless otherwise ordered by the Board.

VII. Authorizations:

- a. of person to certify payrolls
- b. of school purchasing agent
- c. of attendance at conferences, conventions, workshops, etc., with designated expenses
- d. to establish petty cash funds (and to set amount of such funds)
- e. to designate authorized signatures on checks
- f. of Superintendent of Schools to approve budget transfers

VII. Other Items:

- a. establish rate for mileage reimbursement
- b. other

The Board shall conduct general business at this meeting before it adjourns, if it so desires.

Cross-ref: 2310, Regular Meeting
5252, Student Activities Funds Management

Ref: Education Law §§1707; 1804(4); 2130

Adoption date: June 21, 1993