

<b>BRITTON-HECLA SCHOOL DISTRICT</b>	<b>BCA</b>
<b>Policies</b>	<b>Page 1 of 2</b>

### **BOARD ORGANIZATIONAL MEETING**

The annual organizational meeting of the Board will be held on the second Monday of July, unless otherwise designated by the Board at the previous regular meeting.

The meeting will be called to order and the oath of office given to all new Board members. The Board will elect a president and vice-president from its membership, to serve until the next annual meeting. The superintendent or the business manager will preside over the election of the president.

Other items of business will come before the annual meeting as appropriate.

These will include:

1. Designation of official depository.
2. Designation of the custodians of all accounts.
3. Designation of official legal newspaper.
4. Authorization of continuation of existing funds or accounts and the establishment of any new accounts, if necessary.
5. Setting of date, time and place for regular meetings, and number of members necessary for a quorum.
6. Reviewing and adopting of board policies.
7. Establishment of advisory committees where applicable.
8. Reviewing of bonds for business manager and other bonded personnel.
9. Appointment of administrator of trust and agency accounts.
10. Appointment of individual authorized to direct federal programs.
11. Authorization of administrator to institute school lunch agreement.
12. Authorization of advertising of bids for materials not already purchased.
13. Re-designation of Robert's Rules of Order or other rules as parliamentary procedure for Board meetings.
14. Investment resolution: Authorization of business manager to invest and reinvest funds in institution, which serves greatest advantage to school district.

15. Selecting date of annual school election.
16. Setting admission charges for year.
17. Setting meal prices for the year
18. Setting closing of school motion: Authorization of superintendent to close school in emergency situations and in case of inclement weather and setting chain of command in event superintendent is absent.

Legal References: SDCL 13-8-10; 13-8-14; 13-8-18

Adopted:

Revised/Reviewed: **11/13/17**