

LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter, Pennsylvania 17537

BOARD OF SCHOOL DIRECTORS ORGANIZATION

ORGANIZATION MEETING

The school directors shall meet and organize annually during the first week in December. Notice of the time and place of the organization meeting shall be given to all members of the Board of School Directors by mail at least five days before the proposed meeting by the Secretary of the Board. The organization meeting shall be a regular meeting.

ORDER

The organization meeting shall be called to order by the past President, who shall preside over the election of a temporary President from among the hold-over members of the Board. The Secretary of the Board shall be secretary of the meeting. The certificates of the election or appointment of all new school directors shall be read, and a list of the legally elected or appointed and qualified school directors prepared by the Secretary of the Board. The temporary President shall administer the oath or affirmation of office to such school directors as have not previously taken and subscribed the same.

The oath of office shall be: "I do solemnly swear (or affirm) that I will support, obey, and defend the Constitution of the United States and Constitution of this Commonwealth and that I will discharge the duties of my office with fidelity."

OFFICERS

Election of officers shall be by a majority of those present and voting. Where no such majority is achieved on the first ballot, a second ballot shall be cast for the two candidates who received the greatest number of votes.

- a. The school directors shall annually, during the first week of December, elect from their members a President and Vice President who shall serve for one year.
- b. The school directors shall annually, during the month of May, elect a treasurer who shall serve for one year beginning the first day of July after such election. The school treasurer shall not enter upon his/her duties until he/she has furnished bond in accordance with law and with the approval of the Board.
- c. The school directors shall, during the month of May in every fourth year, elect a secretary and assistant secretary who shall serve terms of four years beginning the first day of July following such election.

Vacancies in any office shall be filled by a majority vote of the school directors and such elected officers shall serve for the remainder of the unexpired term.

APPOINTMENTS

The Board shall appoint:

- a. A tax collector, where a tax collector is not elected to collect taxes, or where there is a vacancy
- b. A school physician

- c. A school dentist

and the Board may appoint:

- a. A school solicitor
- b. An independent auditor
- c. Such other assistants, clerks and employees as the Board deems proper

Appointees of the Board may be removed from office for incompetency, intemperance, neglect of duty, violation of the school laws of the Commonwealth, or other improper conduct, provided that the appointee so charged shall have been given due notice of the reasons therefore and an opportunity for a hearing and provided that said removal has been approved by the affirmative vote of a majority of those present and voting.

RESOLUTIONS

The Board may at the organization meeting but shall prior to July 1 designate the following:

- a. A depository for school funds
- b. The day, place and time for regular meetings
- c. The day, place and time for informal work sessions of the Board

COMMITTEES

Committees of school directors shall, when specifically charged to do so by the Board, conduct studies, make recommendations to the Board and act in an advisory capacity, but shall not take action on behalf of the Board. Members shall be appointed by the President, who shall serve as an ex officio member of all committees. Each Board committee shall be convened by a chairperson who shall report for the committee and shall be appointed by the President.

Ad hoc committees may be created, charged, and assigned a fixed termination date which may be extended from time to time by the President. Members of committees shall serve until the committee is discharged.