ANNUAL REORGANIZATION MEETING

Who should attend:
Members of old fiscal year Board
Newly elected Board members
Superintendent
Selected administrators
Press and public

Agenda Order:

I. LAST MEETING OF OLD BOARD

A. Call to order by President
B. President appoints Acting Secretary for Reorganization Meeting
C. Executive Secretary (Superintendent) verifies the issuance of Certificates of Election to newly elected Board members
D. President administers Oath of Office (§1053) to newly elected members
E. Welcome of new members by Board
F. President appoints Superintendent as temporary chairman of new Board
G. Procedure:
   1. Board member’s motion—“I move that this __ (year) __ Milford Board of Education adjourn sine die.”
   2. Second to motion required
   3. Vote
   4. If adopted, the President announces: “The __ (year) __ Milford Board of Education is adjourned sine die.”

II. FIRST MEETING OF NEW BOARD

A. Temporary Chairman calls to order: “The __ (year) __ Milford Board of Education will come to order.”
B. Temporary Chairman calls for nominations for the office of President:
   1. Board members nominate (No second is required)
   2. Board member moves that nominations be closed
   3. Second to motion to close
   4. Temporary Chairman reads list of nominees
C. Temporary Chairman – Election of President
   1. If one nominee – voice vote
      a. If unanimous “Yes,” chairman declares results
b. If **not** unanimous, chairman calls for roll call vote, announces count, and declares winner (if majority of 5)

2. If more than one nominee – chairman calls for a roll call vote, announces count, and declares winner (if majority of 5)

3. If no one receives five (5) votes, repeat step 2 above

D. Newly Elected President Assumes Office

E. President calls for nominations for the office of Vice President (see B. above)

F. President – Election of Vice President (see C. above)

G. President, on behalf of Board, designates the Superintendent as Executive Secretary of the Milford Board of Education for ___(year)___.

H. President – Appointments of Board Representatives:
   
   **Representative:** Delaware School Boards Association Delegate Assembly
   **Alternate:** Delaware School Boards Association Delegate Assembly

   **Representative:** State Board of Education Advisory Council
   **Alternate:** State Board of Education Advisory Council

   I. Establishment of Monthly Regular Meeting Dates and Time for the year
   J. Establishment of Internal Board Policies and Rules of Operation
   K. Adjournment

Reference: Milford School District Policy #8301
§1045, 1048 and 1053 of Title 14, Delaware Code

ADOPTED: July 14, 1975