

**Bylaw**

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**ORGANIZATION MEETING**

The River Edge Board of Education shall organize annually at a regular meeting held not later than 8:00 p.m. on any day appointed by statute.

New board members shall be sworn in and seated and the meeting shall be called to order by the business administrator/board secretary who will call the roll and establish that a quorum is present. If a quorum is not present by 9:00 p.m., the organizational meeting shall be postponed in accordance with the statute and code.

The business administrator/board secretary shall preside until a board president (or vice-president) is elected. If the board is unable to reach agreement on a president, they may choose to elect the vice-president first and then return to electing a president. The county superintendent shall fill either office if the board cannot elect its own officials on the night of the organization meeting.

The board shall act upon these items at the organizational meeting as appropriate:

- A. Adopt the annual meeting schedule of the regular monthly and committee of the whole meetings
- B. Designate the official district depositories
- C. Approve authorized signatures to sign checks drawn on district funds
- D. Adopt current board policies
- E. Adopt New Jersey School Board Member Code of Ethics
- F. Adopt district curriculum and textbooks
- G. Affirm board policy on student records
- H. Appoint:
  - a. Attorney
  - b. Auditor
  - c. Board secretary
  - d. District physician
  - e. New Jersey School Boards Association delegate and alternate
  - f. Treasurer of School Monies

<b><u>Legal References:</u></b>	<u>N.J.S.A. 10:4-6 et seq.</u>	Open Public Meetings Act
	<u>N.J.S.A. 18A: 6-46</u>	Delegates to state conventions
	<u>N.J.S.A. 18A: 10-3</u>	First regular meeting of board
	<u>N.J.S.A. 18A: 10-4</u>	Secretary to give notice of meeting
	<u>N.J.S.A. 18A: 10-5</u>	Organization meeting as business meeting
	<u>N.J.S.A. 18A: 10-6</u>	Board meetings; frequency; hours of commencement; adjournment, etc. for lack of quorum
	<u>N.J.S.A. 18A: 11-1</u>	General mandatory powers and duties
	<u>N.J.S.A. 18A: 12-2</u>	Inconsistent interest or office prohibited
	<u>N.J.S.A. 18A: 12-21</u>	<u>et seq.</u> School Ethics Act
	<i>See particularly</i>	
	<u>N.J.S.A. 18A:12-24, -24.1</u>	
	<u>N.J.S.A. 18A: 14-9</u>	Notice of Election
	<u>N.J.S.A. 18A: 17-2</u>	Tenure of secretaries, etc.
	<u>N.J.S.A. 18A: 17-5</u>	Appointment of a secretary, etc.
	<u>N.J.S.A. 18A: 17-31</u>	Treasurer of school monies
	<u>N.J.S.A. 18A: 17-34</u>	Receipt and disposition of monies
	<u>N.J.S.A. 18A: 22-11</u>	Notice of public hearing
	<u>N.J.S.A. 18A: 223-1</u>	Cancellation of license; review
	<u>N.J.S.A. 18A: 23-8</u>	Audit by Public School Accountant
	<u>N.J.S.A. 18A: 38-32</u>	Attendance officers
	<u>N.J.S.A. 18A: 39-3</u>	Advertising for bids to transport pupils
	<u>N.J.S.A. 18A: 40-1</u>	Medical and nursing personnel
	<u>N.J.S.A. 18A: 46-11</u>	Psychological and other examinations

<b><u>Cross References:</u></b>	9121	Election and duties of the president
	9123	Board secretary/business official
	9125	Treasurer of school monies
	9200*	Orientation and training of board members
	9271*	Code of Ethics
	9311*	Formulation, adoption, amendment of policies
	9312*	Formulation, adoption, amendment of bylaws
	9321*	Time, place, notification of meetings

\*Indicates policy is included in the Critical Policy Reference Manual.

**Key Words**

Organizational Meeting, Election of President, Election of Vice-Presidents, Treasurer of School Monies, Auditor, Attorney, District Physician, NJSBA Delegate

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