

**UNITED SCHOOL DISTRICT - BOARD OF DIRECTORS**  
**“A TEAM OF TEN”**

Eric Matava, President

Gary Arblaster

Tommey Heming

Dan Henning, Vice President

Leah Bakaysa

Sandra Mack

James Fry, Treasurer

Trudy DeRubis

Ronald Moyer

Dr. Barbara L. Parkins, Superintendent

G. Thomas Kalinyak, Director of Finance/Board Secretary

Ronald Saffron, Solicitor

Barb Turner, Recording Secretary

**Reorganization Meeting**  
**December 4, 2018**

The Reorganization Meeting of the United School Directors will be held Tuesday, December 4, 2018, at 6:30 p.m. in the High School Board Room, for reorganization and general purposes including, but not limited to, the following:

**REORGANIZATION**

1. **SALUTE TO THE FLAG**
2. **MEDITATION MOMENT**
3. Roll Call
4. **WELCOME TO VISITORS/PUBLIC COMMENTS** – (If you have any comments or questions regarding items on this agenda, please use this time to direct them to the Board).
5. Election of a temporary president

**The current president calls for nominations for the temporary president. (3 times)**

a) \_\_\_\_\_ Nominated by \_\_\_\_\_

b) \_\_\_\_\_ Nominated by \_\_\_\_\_

c) \_\_\_\_\_ Nominated by \_\_\_\_\_

6. Motion to elect \_\_\_\_\_ as Temporary President to conduct the meeting until President is elected.

**ROLL CALL**      \_\_\_\_\_ **Approved**      \_\_\_\_\_ **Denied**

**Temporary President states Purpose of Meeting (Reorganization and General Business)**

**Temporary President reviews Rules of Election: Election will be by roll call vote by a majority vote of those members present and voting.**

7. Election for the Office of President

**Temporary President calls for nominations for the Office of President for a term of one year. (Call 3 times)**

- a) \_\_\_\_\_ Nominated by \_\_\_\_\_
- b) \_\_\_\_\_ Nominated by \_\_\_\_\_
- c) \_\_\_\_\_ Nominated by \_\_\_\_\_

**(After calling 3 times, if no further nominations, make a motion to close the nominations)**

8. Motion to close the nominations for the Office of President for a term of one year.

Nominations closed by \_\_\_\_\_, seconded by \_\_\_\_\_.

**ROLL CALL**      \_\_\_\_\_ **Approved**      \_\_\_\_\_ **Denied**

9. Motion to elect \_\_\_\_\_ as the Board President for a term of one year.

**ROLL CALL**      \_\_\_\_\_ **Approved**      \_\_\_\_\_ **Denied**

**(The newly elected President now switches seats with the Temporary President)**

10. Election for the Office of Vice-President

**The President calls to elect for the Office of Vice-President for a term of one year. (Call 3 times)**

- a) \_\_\_\_\_ Nominated by \_\_\_\_\_
- b) \_\_\_\_\_ Nominated by \_\_\_\_\_
- c) \_\_\_\_\_ Nominated by \_\_\_\_\_

**(After calling 3 times, if no further nominations, make a motion to close the nominations)**

11. Motion to close the nominations for the Office of Vice-President for the term of one year.

Nominations closed by motion of \_\_\_\_\_, seconded by \_\_\_\_\_.

**ROLL CALL**      \_\_\_\_\_ **Approved**      \_\_\_\_\_ **Denied**

12. Motion to elect \_\_\_\_\_ as Board Vice President for a one year term.

**ROLL CALL** \_\_\_\_\_ **Approved** \_\_\_\_\_ **Denied**

13. Motion to acknowledge the Establishment of Parliamentary Authority for Board Procedures shall be "Robert's Rules of Order Newly Revised."

**ROLL CALL** \_\_\_\_\_ **Approved** \_\_\_\_\_ **Denied**

14. Motion to establish the Time, Date and Location of the Regular Board Meetings as 7:30 p.m. on the second Tuesday of each month in the Junior/Senior High School Board Room, except for the meeting of January 2019 which shall be held on the time, date, and location as set forth in motion number 17.

**ROLL CALL** \_\_\_\_\_ **Approved** \_\_\_\_\_ **Denied**

15. Motion to establish the Time, Date and Location of the regularly scheduled Work Session Meetings as 7:30 p.m. on the first Tuesday of each month in the Junior/Senior High School Board Room, except for the meeting of January 2019 which shall be held on the time, date, and location as set forth in motion number 17.

**ROLL CALL** \_\_\_\_\_ **Approved** \_\_\_\_\_ **Denied**

16. Motion to establish the Time, Date, and Location of regularly scheduled Executive Sessions as 6:00 p.m. on the first Tuesday of each month in the Junior/Senior High School Board Room, except for the meeting of January 2019 which shall be held on the time, date, and location as set forth in motion number 17.

**ROLL CALL** \_\_\_\_\_ **Approved** \_\_\_\_\_ **Denied**

17. Motion to establish the January 2019 Work Session Meeting and Executive Session as follows: Executive Session 6:00 p.m. and Work Session at 7:30 p.m. These meetings shall be held on January 8, 2019 in the Junior/Senior High School Board Room. The January 2019 Regular Board Meeting shall be held on January 15, 2019 at 7:30 p.m. in the Junior/Senior High School Board Room.

**ROLL CALL** \_\_\_\_\_ **Approved** \_\_\_\_\_ **Denied**

18. Motion to appoint \_\_\_\_\_ as the Legislative Chairperson for a one-year appointment.

**ROLL CALL** \_\_\_\_\_ **Approved** \_\_\_\_\_ **Denied**

19. Motion to appoint \_\_\_\_\_ as Board Policy Chairperson as an Ad-Hoc position.

**ROLL CALL**            \_\_\_\_\_ **Approved**            \_\_\_\_\_ **Denied**

21. Motion to adopt the following resolution authorizing the Officers of the Board of School Directors to use facsimile signatures.

BE IT RESOLVED, by the Board of School Directors of the United School District and it is hereby resolved by and with the authority of the same:

That in compliance with the Uniform Facsimile Signature of Public Officials Act, 1961, June 25, P. L. 849, 65 P.S. Section 301 *et seq.*, as amended, the following Officers of the Board of School Directors are authorized to use a facsimile signature: President, Vice President, Treasurer and Secretary.

BE IT FURTHER RESOLVED that the President, Vice President, Treasurer and Secretary are authorized to file with the Secretary of the Commonwealth of Pennsylvania an appropriate affidavit setting forth his or her manual signature certified by him or her under oath in accordance with the Uniform Facsimile Signature of Public Officials Act.

**ROLL CALL:**            \_\_\_\_\_ **Approved**            \_\_\_\_\_ **Denied**