§ 2025. Procedures at school district meetings. 1. District meetings in common school districts shall be called to order by the trustee or the chairman of the board of trustees or by a person chosen by the trustee or trustees. The qualified voters present and voting shall nominate and elect a qualified voter of the district as permanent chairman.

2. In union free and central school districts the board of education shall appoint a qualified voter of the district as permanent chairman of each meeting or election to call such meeting or election to order. When hours have been set for voting in the notice of meeting or election, the chairman shall declare the polls open and closed at the appropriate time. No motions shall be in order during the hours specified in the notice for voting. In districts divided into election districts, the chief election inspector in each district shall declare the polls open and closed at the appropriate time.

3. The clerk of the district shall serve as clerk of all meetings and elections.

a. In common school districts the voters present and voting may elect a clerk of the meeting if the district clerk is not present. The voters may also elect assistant clerks and election inspectors as required. At least two election inspectors shall be elected for each ballot box or voting machine used. The inspectors shall choose a chief inspector of election.

b. In union free and central school districts the board of education shall appoint a qualified voter as acting clerk in the absence or inability to act of the district clerk. The board of education shall also appoint assistant clerks and election inspectors as required. At least two election inspectors shall be appointed for each ballot box or voting machine. The board of education shall designate a chief election inspector, and if the district is divided into election districts the board of education shall appoint a chief election inspector for each election district.

4. The clerk and assistant clerk or clerks of the meeting or election shall keep a true and accurate written record of all of the proceedings of the meeting or election and shall file such written record with the clerk of the district within twenty-four hours after the meeting or election.

5. Each assistant clerk and election inspector appointed by a board of education shall be entitled to compensation at a rate fixed by such board of education.

6. A person seventeen years of age who is enrolled in a school district and fulfilling the requirements of section thirty-two hundred seven-a of this chapter shall be eligible to be appointed as, and to perform the duties of, an election inspector or poll clerk as provided in this part.