

# FSBA FAQ: NOVEMBER ORGANIZATION MEETING



Since 2025 is a non-election year, your district can hold its reorganization meeting anytime during the month of November according to the statutory requirements of 1001.371 F.S. and 100.04 (3)(a). In addition, by electing a chair and adopting a schedule for regular meetings, the November Organization Meeting is a great time for the school board to discuss protocols for the upcoming year.

**Below are some topics to consider adding to your reorganization meeting agenda are:**

- re-commitment of vision, mission, beliefs
- meeting and workshop agenda creation policies
- meeting and workshop agenda formats
- annual budget calendar/cycle
- school visitations by board members
- communications with staff
- expectations of reports to the board
- roles and responsibilities of the chair and vice chair
- roles and responsibilities of board members as liaison to community groups/committees/boards

Having important conversations during the organization meeting helps ensure that roles, expectations, and responsibilities are clarified before problems arise.

**Staff is available to assist you should you have any questions: [info@fsba.org](mailto:info@fsba.org)**

*Updated: September 17, 2025*