

# FSBA FAQ: NOVEMBER ORGANIZATION MEETING



**Since 2022 is an election year, your district must hold its organization meeting on November 22, according to the very specific confines found in 100.041(3)(a) F.S.**

In addition to meeting the statutory requirements of 1001.371 F.S., 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: January 4, 2022