

**School Board Meeting Agenda Item**

Topic: Review Organizational Meeting  
Presenter(s): Bob Jaszcak, Superintendent

**Nature of Action Requested**

Board Action  
Board Information or Report

**Background Information**

Minnesota Statutes, section 123B.14, subdivision 1

On the first Monday in January (or as soon as practicable thereafter) each year, newly elected school board members' terms of office begin, and school boards must meet to organize for the year.

Under Minnesota law, "the board must meet and organize by selecting a chair, clerk, and a treasurer, who shall hold their offices for one year and until their successors are selected and qualify".

School boards typically combine the work of seating newly elected school board members and organizing for the year into a single meeting.

All board meetings, including the organizational meeting, must comply with the Minnesota Open Meeting Law (Minnesota Statutes, chapter 13D). All board votes must occur at an open meeting, and board members may not cast any straw votes or votes by secret ballot (Minnesota Statutes, section 13D.01, subdivision 4). Boards may vote by paper ballot, but the voters must be identified and votes recorded.

MSBA's *The First Monday In January Organizational Meeting Booklet* (2024) is listed as an EXTRA.