ANNUAL ORGANIZATIONAL MEETING NOTICE AND AGENDA

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School Local School Council
[Insert Address of School]
Annual Organizational Meeting for 2013-2014 School Year
[Insert Specific Location in School for Meeting if Known]
[Insert Day, Date and Time of Meeting]

1. Call Meeting to Order
   Principal/Former Chairperson

2. Roll Call / Establish Quorum
   Principal/Former Chairperson

3. Selection of Temporary Chairperson
   (May be any member)
   Principal/Former Chairperson

   Note: At this point, the Temporary Chairperson presides at meeting until selection of the permanent Chairperson

4. Selection of Temporary Secretary
   Temporary Chairperson

5. Approval of Agenda
   Temporary Chairperson

6. Nominations and Selection of Chairperson
   Temporary Chairperson

   Note: At this point, the newly-elected Chairperson presides at meeting and assumes his/her new duties.

7. Nominations and Selection of the Secretary
   Newly Elected Chairperson

   Note: At this point, the newly-elected Secretary assumes responsibility for taking the minutes of the meeting.

8. Nominations and Selection of the Vice-Chair
   (Optional)
   Newly Elected Chairperson

9. Nominations and Selection of FOIA/OMA Officer(s)
   (Only if Office is Vacant)
   Newly Elected Chairperson

10. Set Regular Meetings Schedule for School Year
    Newly Elected Chairperson

11. Adopt / Re-adopt Bylaws or Establish Bylaws Committee
    (Optional)
    Newly Elected Chairperson

12. Adopt / Re-adopt Rules of Order for LSC Meetings
    (Optional)
    Newly Elected Chairperson

13. Announce Date of First Regular Meeting
    Newly Elected Chairperson

14. Public Participation

15. Adjournment
    Newly Elected Chairperson