



District Business and Advisory Services

Bulletin: 21-015

Date: October 30, 2020

To: District Chief Business Officers
District Fiscal Directors

From: Shanny Yam, Director - District Business Advisor

Re: Annual Organizational Meeting Date

Education Code (EC) Section 35143 requires the governing board of each school district to hold an annual organizational meeting within a prescribed 15-day period commencing with the first day of the term of office following the November election. Organizational meetings in years in which no such regular election for governing board members is conducted shall be held during the same 15-day period on the calendar. Assembly Bill 2449, which went into effect on January 1, 2019, requires a newly elected members of a school district or county office of education governing board to assume office on the second Friday in December, subsequent to their election. Additionally, the bill requires that annual organizational meetings be held on or after the second Friday in December. **Therefore, for 2020 your annual organizational board meeting must be held on a day on or after December 11, 2020, and by no later than December 25, 2020.**

This law does not prevent districts from holding regular board meetings prior to the second Friday in December to approve and certify the First Interim Financial Report and Budget Overview for Parents, which must be done on or before December 15. However, the governing board will not be able to organize at that meeting, which will require a second meeting in December for school districts. Please check the dates for future years to determine how the change to the second Friday in December will affect the scheduling of December board meetings.

Listed below are the organizational meeting period dates for the next three years:

2021 – December 10 through December 24, 2021

2022 – December 9 through December 23, 2022

2023 – December 8 through December 22, 2023

EC 35143 also requires each school district board to notify the county superintendent of the day and time of the annual organizational meeting. Your Business Services Advisor will be reaching out to you to obtain this information. If you have any questions, please contact your Business Services Advisor.

Please distribute this memo within your District as deemed appropriate.