

## **Community Relations**

### **Board of Trustees' Meetings**

Meetings with the Board of Trustees are conducted for the purpose of accomplishing district business. As a matter of district policy and state law, meetings shall be held in public in order to insure the involvement of interested community members. However, the Board of Trustees is also empowered to conduct closed meeting sessions to discuss certain matters that are confidential and which are permitted by law to be considered in closed session.

The timely dissemination of information to the public before Board of Trustees' meetings is essential for fostering positive community participation. Advance announcements of all regular and special meetings are made by posting the agenda on the bulletin board of each school, the district office and at designated public locations. The agenda will be posted at least seventy-two (72) hours before a regular meeting and twenty-four (24) hours before a special meeting. Under emergency conditions a special meeting may be announced by posting the agenda only. In this event, a concerted effort will be made to notify all interested parties in the community.

Notice will also be given to news media, interested individuals, community organizations and professional groups who specifically request such notice. A reasonable charge may be made to those persons and organizations requesting continued advance announcement and agenda materials.

Any member of the public may place a matter directly related to school district business on the agenda of a regular Board meeting, subject to the following conditions:

1. The request must be submitted, in writing, to the Board of Trustees secretary together with supporting documents and information, if any, at least five (5) school days before the legally required posting of the agenda.
2. The Board of Trustees' secretary shall be the sole judge of whether the request is a "matter directly related to the school district business."
3. No topic which by law is a proper subject for consideration in closed session will be accepted under this provision.
4. The Board of Trustees may place limitations on the total time to be devoted to each topic at any meeting. The Board may also limit the time allowed for any one person to speak on each topic at that meeting.

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### **Board of Trustees' Meetings (continued)**

The Board provides for hearing any matter or items that a member of the public may wish to bring directly to the attention of the Board at a regular meeting. Members of the public and Board may address the Board on matters directly related to the jurisdiction of the Board provided that:

1. Such addresses are during the "Communications" section of the agenda.
2. The President (or designee Chairman of the meeting) determines that the matter directly relates to the jurisdiction of the Board.
3. If the President (or designee) determines that the matter may not relate to the jurisdiction of the Board, only agreement by a majority of the Board members present will allow for the matter to be addressed to the Board. The President may exercise reasonable measures to determine if a matter is directly related to the jurisdiction of the Board and set time limits for addresses and presentations.

Action may be taken on an item not appearing on the posted agenda, if 1) by majority vote of the Board, an emergency situation exists such as a work stoppage or disaster; 2) upon a two-thirds vote of the Board, or unanimous vote if less than two-thirds of the members are present; that the need to take the action arose subsequent to the agenda being posted; or 3) the item for action was posted for a prior meeting that occurred not more than five calendars prior to the date of this action and the item had been continued from the previous meeting.

Board meetings shall be conducted in accordance with applicable laws and with Board Bylaws adopted by the Board to govern its action and the actions of individual Board members.

Meetings of the Board of Trustees are conducted for the purpose of accomplishing district business. As a matter of district policy and State law, meetings are ordinarily held in public. The Board may conduct closed meetings/sessions to discuss certain matters that are confidential.

(cf. 9321 closed meetings/sessions)

The Board of Trustees encourages the positive participation of all interested community members. In order to insure the orderly conduct of a meeting, no disturbance or willful interruption shall be permitted. Persistence by an individual or group shall be grounds for the chair to terminate their privilege of address or removal from the buildings.

**Community Relations**

**Board of Trustees' Meetings (continued)**

Legal Reference:

EDUCATION CODE

78 Governing Board defined

35144 Special meetings

35145 Public meetings

35145.5 Agenda; public participation; regulations

35146 Closed sessions

52034 Reasonable opportunities for each school site council or its representative to meet with the Board of Trustees

GOVERNMENT CODE

54950-54957.9 Meetings especially

54951 Local agency, definition

54953 Meetings to be open and public; attendance

54954 Time and place of regular meetings; holidays, emergencies

54956 Special meetings; call; notice

54956.5 Special meeting in emergency situation

54957 Closed session

Policy Adopted: March 23, 1987

Policy Revised: September 26, 2005;