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Bylaws of the Board

Board Bylaw No. 9322(a)

Adopted February 4, 2021

AGENDA/MEETING MATERIALS

Agenda Content

Governing Board meeting agendas shall reflect the district's vision and goals and the Board's focus on student learning.

Each agenda shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. The agenda shall also provide members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5, Government Code 54954.3)

The agenda for a regular Board meeting shall also provide members of the public an opportunity to provide comment on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 25145.5; Government Code 54954.2)

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Each meeting agenda shall list the address designated by the Superintendent or designee for public inspections of agenda documents that have been distributed to the Board less than 72 hours before the meeting.

The agenda shall specify that an individual should contact the Superintendent or designee if her/she requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting.

Agenda Preparation

The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting. Each agenda shall reflect the district's vision and goals and the Board's focus on student learning.

A member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request must be in writing and be submitted to Superintendent or Board president with supporting documents and information, if any, at least ten days before the scheduled meeting date. Items submitted less than a week before the meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.

The Board president and Superintendent shall decide whether a request is within the jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.

The Board president and Superintendent shall decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, an information item that does not require

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discussion is anticipated.

Bylaws of the Board BB 9322(b) AGENDA/MEETING MATERIAL

A member of the Board of Trustees may request for an item to be placed on the agenda of a regular meeting. The request must be in writing and be submitted to Superintendent with a summary / rationale of the request.

During the agenda item at the end of regular board meeting agendas titled “future agenda items” the superintendent, or designee, will read all requested items to the board for consideration.

Items that received a majority vote to be placed on a future agenda shall be placed onto the board’s agenda within a reasonable period of time. Staff may be requested to provide background on this item, and sufficient board discussion time shall be allotted on the agenda.

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5144.1 - Suspension and Expulsion/ Due Process) (cf. 9323.2 - Actions by the Board)

Consent Agenda/Calendar

In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent items are items of a routine nature or items for which Board discussion is not anticipated and for which the Superintendent recommends approval.

Bylaws of the Board BB 9322(c)

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