

## 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 ensure the involvement of interested community members. However, the Governing Board is also empowered to conduct closed meeting sessions to discuss certain matters which are confidential and which are permitted by law to be considered in closed session.

The timely dissemination of information to the public before Governing Board 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 announcements and agenda materials.

One member from each District school site council will be recognized as representing that school at any regular Board of Trustees meeting at the request of such authorized representatives.

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.

This provision does not prevent the Board from hearing any matter or items which a member of the public may wish to bring directly to the attention of the Board at a regular meeting. The Board cannot take action on such a matter at that meeting, but can place the matter on the agenda of a later meeting and take action at that time.

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 to remove the individual or group from the meeting.

- Legal Reference:
- Education Code
    - 78 "Board of Trustees" 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 representatives to meet with Board of Trustees (c)
  - 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 meeting; holidays, emergencies
    - 54956 Special meetings; call; notice
    - 54956.5 Special meeting in emergency situation
    - 54957 Closed session

Adopted: January 27, 1987