

BB 932S

Bylaws of the Board

Meeting Conduct

#### QUORUM

A majority of the members of the governing board shall constitute a quorum. Affirmative votes by a majority of the governing board members are required to approve any action item under consideration regardless of the number of members present unless otherwise provided by law.

Legal Reference:

#### EDUCATION CODE

5094 Power of president of county board to appoint members of county board to local board until new members of board are appointed or elected (when majority of officers are vacant)

5095 Powers of remaining board members and new appointees

35163 Official actions, minutes and journal

35164 Vote requirements

35165 Effect of vacancies upon majority and unanimous votes by seven member board

39430-39432; (resolutions of which require unanimous vote of board)

39500-39503;

39648

TUSD Adopted: 9/24/96

BB 9325.2

Bylaws of the Board

Meeting Conduct

#### ORDER OF BUSINESS

The following is an outline of the agenda which shall be prepared and posted for public inspection five (5) days in advance of regular meetings of the governing board:

Call to Order

Roll Call and Establishment of Quorum

Approval of Minutes of Previous Meetings

Hearing of Delegations

CONSENT Items

ACTION Items

1M Items

Other Business

Closed Session

Adjournment

The Board can at its option rearrange the order of discussion at any meeting.

Only in the case of a real emergency will an item be added to the agenda following the initial posting as outlined above.

TUSD Adopted: 12/12/00

BB 9325.3

Bylaws of the Board

Meetings

#### PARLIAMENTARY PROCEDURE

Except as otherwise provided in the bylaws of the board or by specific legal requirements, the governing board shall conduct all its meetings in accordance with Robert's Rules of Order, Revised latest edition.

TUSD Adopted: 12/12/00

BB 9325.4

Bylaws of the Board

Meetings

#### ACTIONS BY THE BOARD

It is the intention of the legislature of the state of California that actions of public bodies be taken openly and that their deliberations be conducted openly. (Government Code 54950)

This governing board, therefore, shall take no action outside of a regular or special public meeting of the board except on those matters and under those conditions described for closed sessions in Sections 54957 through 54957.6 of the Government Code.

An action taken, as used here, means a collective decision made by a majority of the members of the governing board, or a collective commitment by a majority of the members when sitting as the governing board, upon a motion, proposal, resolution or order. (Government Code 54952.6)

The governing board will, as required by Government Code Section 54957.1, publicly report at the public meeting during which the closed session was held or at the next public meeting of the board any action taken, with the roll call vote, to appoint, employ, or dismiss an employee arising out of any closed session of the board.

No action will be taken on any subject unless that subject was listed in the agenda published for that meeting, except that in place of an agenda, the notice of a call for a special, adjourned or continued meeting shall specify the business to be transacted.

The governing board shall not adopt a resolution except where such adoption is required by law, or where the intent of the board is to publish a status position of the board, as in advising the legislature of the board's attitude on a proposed law, or in commending staff members or other agencies for work well done.

All actions taken by the board shall be clearly identified in the minutes of the board meeting, as required in Education Code Section 35 145(a).

Legal Reference:

EDUCATION CODE

35144 Special meeting

35144 Public meeting

35146 Closed sessions

35164 Majority vote of all members constituting board for board action

39430-39432; Resolutions requiring unanimous vote of all members constituting board

39500-39503;

39648

BB 9325.4 (a)

Bylaws of the Board

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Actions by the Board (Continued)

GOVERNMENT CODE

54950 Meetings; declaration; intent; sovereignty

54952.6 Action taken, definition

54953 Meetings to be open and public; attendance

54956 Special meetings; call; notice

54956.5 Special meetings called by local agency; emergency situations

54957 Closed sessions; purposes; "employee" defined

54957. 1 Subsequent public report and roll call vote, employee matters in executive session

54957.2 Executive sessions; clerk, minute book

TUSD Adopted: 12/12/00