

CUSD Board Communications Guide for the Public and Staff

Ways to communicate effectively with the Board:

- Correspondence – You may send an email or letter to the Board by sending it to the Superintendent's office. Alondra Bustillos – abustillos@coastusd.org
- Public Comment – You may make a public comment at a board meeting. Please fill out the available comment cards before the Board meeting starts so the Board president can call people up to make comments.
- Individual Email – You may email individual trustees. Most times trustees will not respond with more than a thank you due to Brown Act communication restrictions on future voting items. Our website has all of their contact information.
- Individual Phone Call – You may also communicate with trustees by phone. If you would like a trustee to call you, you may request it by contacting the Superintendent's office – abustillos@coastusd.org.

Ways for the Board Trustees to communicate with the Public/Staff:

- Whole Board Communication – This occurs at Board meetings or may occur through the Superintendent's office when they request it. No individual Trustee represents the whole Board unless the Board has designated an individual Trustee to represent them on a specific issue.
- Individual Trustee Communications – As elected officials, trustees may communicate in any manner they wish with the public and staff as long as they are not violating the Brown Act. In general, individual trustees cannot communicate how they will vote on a future item that will come before the Board unless they do it in a public board meeting. They can listen to your ideas on the topic but are somewhat restricted on telling others how they will vote in the future.

Note: It is best practice to communicate with the Superintendent prior to with the Board because it offers the public/staff an opportunity to partner first with the Superintendent to solve issues without the Board having to commit their time to the issue. The Superintendent has an open door policy and is willing to meet with individuals or groups concerning any issue.