

**Bylaws of the Board**

**CLOSED SESSION**

**E-1 9321**

**BOARD MEETING AGENDA DESCRIPTIONS FOR CLOSED SESSION ITEMS**

The Governing Board meeting agenda shall include the following description of a closed session item, as applicable:

**Personnel Matters**

PUBLIC EMPLOYEE APPOINTMENT  
Government Code 54957

Title: \_\_\_\_\_  
*(Specify position to be filled)*

PUBLIC EMPLOYMENT  
Government Code 54957

Title: \_\_\_\_\_  
*(Specify position to be filled)*

PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Government Code 54957

Title: \_\_\_\_\_  
*(Specify title of employee being evaluated)*

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE  
Government Code 54957  
*(Due to employee privacy rights, no additional information may be provided.)*

SPECIFIC COMPLAINT OR CHARGE AGAINST EMPLOYEE  
Government Code 54957  
*(Due to employee privacy rights, no additional information may be provided.)*

EMPLOYEE APPLICATION FOR EARLY WITHDRAWAL OF FUNDS IN  
DEFERRED COMPENSATION PLAN  
Government Code 54957.10  
*(No additional information may be provided.)*

**Negotiations/Collective Bargaining**

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CONFERENCE WITH LABOR NEGOTIATORS  
Government Code 54957.6

District-Designated  
Representatives: \_\_\_\_\_  
\_\_\_\_\_

*(Specify names of representatives attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session.)*

Employee  
Organization: \_\_\_\_\_  
\_\_\_\_\_

*(Specify name of employee organization with which negotiations are being held.)*

or

Unrepresented  
Employee(s): \_\_\_\_\_  
\_\_\_\_\_

*(Specify position of unrepresented employee(s) who are the subject of the negotiations.)*

**Matters Related to Students**

STUDENT SUSPENSION/OTHER DISCIPLINARY ACTION  
Education Code 35146

Tracking/Identification  
Number: \_\_\_\_\_  
\_\_\_\_\_

*(Due to student privacy rights, no additional information may be provided. The district may use other means to identify the student for record-keeping purposes.)*

STUDENT EXPULSION  
Education Code 48912

Tracking/Identification

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Number: \_\_\_\_\_

*(Due to student privacy rights, no additional information may be provided. The district may use other means to identify the student for record-keeping purposes.)*

STUDENT GRADE CHANGE APPEAL  
Education Code 49070

Tracking/Identification

Number: \_\_\_\_\_

*(Due to student privacy rights, no additional information may be provided. The district may use other means to identify the student for record-keeping purposes.)*

CONFIDENTIAL STUDENT MATTER

Action Under

Consideration: \_\_\_\_\_

*(If the Board is considering a confidential student matter other than those listed above, specify type of action.)*

Tracking/Identification

Number: \_\_\_\_\_

*(Due to student privacy rights, no additional information may be provided. The district may use other means to identify the student for record-keeping purposes.)*

**Security Matters**

THREAT TO PUBLIC SERVICES OR FACILITIES  
Government Code 54957

Consultation

With: \_\_\_\_\_

*(Specify name of law enforcement agency and title of officer, or name of applicable agency representative and title, with whom the Board will consult.)*

DEVELOPMENT/APPROVAL OF TACTICAL RESPONSE PLAN  
Education Code 32281

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Consultation

With: \_\_\_\_\_

*(Specify name of law enforcement agency and title of officer, or name of applicable agency representative and title, with whom the Board will consult.)*

**Real Property Negotiations**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Government Code 54956.8

Property: \_\_\_\_\_

*(Specify street address or, if no street address, the parcel number or other unique reference of the real property under negotiation.)*

District

Negotiator: \_\_\_\_\_

*(Specify names of negotiators attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session.)*

Party With Whom District Is

Negotiating: \_\_\_\_\_

*(Specify name of party, not agent.)*

Under

Negotiation: \_\_\_\_\_

*(Specify whether instruction to negotiator will concern price, terms of payment, or both.)*

**Anticipated Litigation/Initiation of Litigation**

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code 54956.9(d)(2) or (3)

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*(If applicable)* Existing Facts And Circumstances:

[Redacted]

CONFERENCE WITH LEGAL COUNSEL - INITIATION OF LITIGATION  
Initiation of litigation pursuant to Government Code 54956.9(d)(4)

*(If applicable)* Existing Facts And Circumstances:

[Redacted]

**Existing Litigation**

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
Government Code 54956.9(d)(1)

Name Of Case:

[Redacted]

*(Specify by reference to claimant's name, names of parties, or case or claim numbers.)*

or

Case name unspecified, as identification of the case would jeopardize service of process or existing settlement negotiations

**Tort, Public, or Workers' Compensation Liability**

LIABILITY CLAIMS  
Government Code 54956.95

Name Of  
Claimant(s):

[Redacted]

*(Specify name, except when the claimant is a victim or alleged victim of tortious sexual conduct or child abuse unless the identity of the person has been publicly disclosed.)*

Name Of Agency Against Which Claim Is

Made: [Redacted]

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### Joint Powers Authority Issues

INFORMATION FROM A JOINT POWERS AGENCY WITH DIRECT FINANCIAL OR LIABILITY IMPLICATIONS FOR DISTRICT  
Government Code 54956.96

Name Of

JPA: \_\_\_\_\_

Discussion Will

Concern: \_\_\_\_\_  
\_\_\_\_\_

*(Specify closed session description used by the JPA.)*

Name Of District Representative On JPA

board: \_\_\_\_\_

### Review of Audit from State Auditor's Office

AUDIT BY CALIFORNIA STATE AUDITOR'S OFFICE  
Government Code 54956.75  
*(No additional information is required.)*

### Review of Assessment Instruments

REVIEW OF STUDENT ASSESSMENT INSTRUMENT  
Education Code 60617  
*(Reference resolution in which board agreed to accept the terms or conditions established by rules and regulations of the State Board of Education.)*

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*Policy Reference Disclaimer:*

*These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

#### **State**

Ed. Code 35145

Ed. Code 35146

Ed. Code 44929.21

#### **Description**

[Public meetings](#)

[Closed sessions regarding suspensions](#)

[Notice of reelection decision; districts with 250 ADA or more](#)

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Ed. Code 48912

Ed. Code 48918

Ed. Code 49070

Ed. Code 60617

Gov. Code 3540-3549.3

Gov. Code 54950-54963

#### **Federal**

20 USC 1232g

#### **Management Resources**

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Attorney General Publication

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

CSBA Publication

League of California Cities  
Publication

[Governing board suspension](#)

[Rules governing expulsion procedures](#)

[Challenging student records](#)

[Meetings of governing board](#)

[Educational Employment Relations Act](#)

[The Ralph M. Brown Act](#)

#### **Description**

Family Educational Rights and Privacy Act (FERPA)  
of 1974

#### **Description**

98 Ops.Cal.Atty.Gen. 41 (2015)

89 Ops.Cal.Atty.Gen. 110 (2006)

59 Ops.Cal.Atty.Gen. 532 (1976)

78 Ops.Cal.Atty.Gen. 218 (1995)

86 Ops.Cal.Atty.Gen. 210 (2003)

94 Ops.Cal.Atty.Gen. 82 (2011)

The Brown Act: Open Meetings for Legislative  
Bodies, rev. 2003

Fowler v. City of Lafayette (2020) 45 Cal.App.5th  
68

Bell v. Vista Unified School District (2001) 82  
Cal.App. 4th 672

Fischer v. Los Angeles Unified School District  
(1999) 70 Cal.App. 4th 87

Furtado v. Sierra Community College District (1998)  
68 Cal.App. 4th 876

Morrison v. Housing Authority of the City of Los  
Angeles Board of Commissioners (2003) 107  
Cal.App.4th 860

Roberts v. City of Palmdale (1993) 5 Cal.App. 4th  
363

Sacramento Newspaper Guild v. Sacramento  
County Board of Supervisors (1968) 263 Cal.App.  
2d 41

San Diego Union v. City Council (1983) 146  
Cal.App.3d 947

The Brown Act: School Boards and Open Meeting  
Laws, rev. 2019

Open and Public IV: A Guide to the Ralph M. Brown  
Act, rev. July 2010

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Website	<a href="#"><u>CSBA District and County Office of Education Legal Services</u></a>
Website	<a href="#"><u>League of California Cities</u></a>
Website	<a href="#"><u>California Attorney General's Office</u></a>
Website	<a href="#"><u>CSBA</u></a>

### Cross References

<b>Policy</b>	<b>Description</b>
0450	<a href="#"><u>Comprehensive Safety Plan</u></a>
0450	<a href="#"><u>Comprehensive Safety Plan</u></a>
1160	<a href="#"><u>Political Processes</u></a>
1220	<a href="#"><u>Citizen Advisory Committees</u></a>
1220	<a href="#"><u>Citizen Advisory Committees</u></a>
1312.1	<a href="#"><u>Complaints Concerning District Employees</u></a>
1312.1	<a href="#"><u>Complaints Concerning District Employees</u></a>
1312.3	<a href="#"><u>Uniform Complaint Procedures</u></a>
1312.3	<a href="#"><u>Uniform Complaint Procedures</u></a>
1312.3-E(1)	<a href="#"><u>Uniform Complaint Procedures</u></a>
1312.3-E(2)	<a href="#"><u>Uniform Complaint Procedures</u></a>
1340	<a href="#"><u>Access To District Records</u></a>
1340	<a href="#"><u>Access To District Records</u></a>
2120	<a href="#"><u>Superintendent Recruitment And Selection</u></a>
2121	<a href="#"><u>Superintendent's Contract</u></a>
2140	<a href="#"><u>Evaluation Of The Superintendent</u></a>
3280	<a href="#"><u>Sale Or Lease Of District-Owned Real Property</u></a>
3280	<a href="#"><u>Sale Or Lease Of District-Owned Real Property</u></a>
3320	<a href="#"><u>Claims And Actions Against The District</u></a>
3320	<a href="#"><u>Claims And Actions Against The District</u></a>
3515	<a href="#"><u>Campus Security</u></a>
3515	<a href="#"><u>Campus Security</u></a>
3516	<a href="#"><u>Emergencies And Disaster Preparedness Plan</u></a>
3516	<a href="#"><u>Emergencies And Disaster Preparedness Plan</u></a>
3530	<a href="#"><u>Risk Management/Insurance</u></a>
3530	<a href="#"><u>Risk Management/Insurance</u></a>
3555	<a href="#"><u>Nutrition Program Compliance</u></a>
3555-E(1)	<a href="#"><u>Nutrition Program Compliance</u></a>
4030	<a href="#"><u>Nondiscrimination In Employment</u></a>
4030	<a href="#"><u>Nondiscrimination In Employment</u></a>
4112.6	<a href="#"><u>Personnel Files</u></a>
4112.9	<a href="#"><u>Employee Notifications</u></a>

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4112.9-E(1)	<a href="#"><u>Employee Notifications</u></a>
4115	<a href="#"><u>Evaluation/Supervision</u></a>
4115	<a href="#"><u>Evaluation/Supervision</u></a>
4118	<a href="#"><u>Dismissal/Suspension/Disciplinary Action</u></a>
4118	<a href="#"><u>Dismissal/Suspension/Disciplinary Action</u></a>
4119.23	<a href="#"><u>Unauthorized Release Of Confidential/Privileged Information</u></a>
4140	<a href="#"><u>Bargaining Units</u></a>
4143	<a href="#"><u>Negotiations/Consultation</u></a>
4143.1	<a href="#"><u>Public Notice - Personnel Negotiations</u></a>
4143.1	<a href="#"><u>Public Notice - Personnel Negotiations</u></a>
4144	<a href="#"><u>Complaints</u></a>
4144	<a href="#"><u>Complaints</u></a>
4212.6	<a href="#"><u>Personnel Files</u></a>
4212.9	<a href="#"><u>Employee Notifications</u></a>
4212.9-E(1)	<a href="#"><u>Employee Notifications</u></a>
4215	<a href="#"><u>Evaluation/Supervision</u></a>
4218	<a href="#"><u>Dismissal/Suspension/Disciplinary Action</u></a>
4218	<a href="#"><u>Dismissal/Suspension/Disciplinary Action</u></a>
4219.23	<a href="#"><u>Unauthorized Release Of Confidential/Privileged Information</u></a>
4240	<a href="#"><u>Bargaining Units</u></a>
4243	<a href="#"><u>Negotiations/Consultation</u></a>
4243.1	<a href="#"><u>Public Notice - Personnel Negotiations</u></a>
4243.1	<a href="#"><u>Public Notice - Personnel Negotiations</u></a>
4244	<a href="#"><u>Complaints</u></a>
4244	<a href="#"><u>Complaints</u></a>
4312.1	<a href="#"><u>Contracts</u></a>
4312.6	<a href="#"><u>Personnel Files</u></a>
4312.9	<a href="#"><u>Employee Notifications</u></a>
4312.9-E(1)	<a href="#"><u>Employee Notifications</u></a>
4315	<a href="#"><u>Evaluation/Supervision</u></a>
4319.23	<a href="#"><u>Unauthorized Release Of Confidential/Privileged Information</u></a>
4340	<a href="#"><u>Bargaining Units</u></a>
4344	<a href="#"><u>Complaints</u></a>
4344	<a href="#"><u>Complaints</u></a>
5117	<a href="#"><u>Interdistrict Attendance</u></a>
5117	<a href="#"><u>Interdistrict Attendance</u></a>
5119	<a href="#"><u>Students Expelled From Other Districts</u></a>

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5125	<a href="#"><u>Student Records</u></a>
5125	<a href="#"><u>Student Records</u></a>
5125.3	<a href="#"><u>Challenging Student Records</u></a>
5144	<a href="#"><u>Discipline</u></a>
5144	<a href="#"><u>Discipline</u></a>
5144.1	<a href="#"><u>Suspension And Expulsion/ Due Process</u></a>
5144.1	<a href="#"><u>Suspension And Expulsion/ Due Process</u></a>
5144.2	<a href="#"><u>Suspension And Expulsion/ Due Process (Students With Disabilities)</u></a>
6162.5	<a href="#"><u>Student Assessment</u></a>
6162.51	<a href="#"><u>State Academic Achievement Tests</u></a>
6162.51	<a href="#"><u>State Academic Achievement Tests</u></a>
9011	<a href="#"><u>Disclosure Of Confidential/ Privileged Information</u></a>
9121	<a href="#"><u>President</u></a>
9124	<a href="#"><u>Attorney</u></a>
9130	<a href="#"><u>Board Committees</u></a>
9150	<a href="#"><u>Student Board Members</u></a>
9270	<a href="#"><u>Conflict Of Interest</u></a>
9270-E(1)	<a href="#"><u>Conflict Of Interest</u></a>
9320	<a href="#"><u>Meetings And Notices</u></a>
9322	<a href="#"><u>Agenda/ Meeting Materials</u></a>
9323	<a href="#"><u>Meeting Conduct</u></a>
9323.2	<a href="#"><u>Actions By The Board</u></a>
9323.2-E(1)	<a href="#"><u>Actions By The Board</u></a>
9323.2-E(2)	<a href="#"><u>Actions By The Board</u></a>

**Bylaw**  
**Adopted:** June 2024

**PASADENA UNIFIED SCHOOL DISTRICT**  
Pasadena, California