

## ORGANIZATION

### ORGANIZATIONAL MEETING

Each year, the Governing Board shall hold an annual organizational meeting. In any year in which a regular election of district Board members is conducted, the organizational meeting shall be held within 15 days following the second Friday in December after the regular election. During all other years, the meeting may be held on any date in December, but no later than December 20th. (Education Code 35143)

During any year in which a regular election is conducted, the Board, at the regular meeting held immediately prior to the second Friday in December, shall select the day and time of the organizational meeting. For any other year, the day and time of the organizational meeting shall be selected at the last regular meeting held immediately before the annual meeting. On behalf of the Board, the Superintendent shall notify the County Superintendent of Schools of the day and time selected. Within 15 days prior to the date of the annual meeting, the clerk of the Board, with the assistance of the Superintendent shall notify in writing all Board members and members-elect of the date and time selected for the meeting. (Education Code 35143)

At this meeting, the Board shall:

1. Elect a president.
2. Appoint the Superintendent as secretary to the Board.
3. Authorize signatures.
4. Approve a schedule of regular meetings for the year and a Board governance calendar stating the time when the Board will address important governance matters.
5. Designate Board representatives to serve on committees or commissions of the district, other public agencies, or organizations with which the district partners or collaborates.
6. Review and/or consider resources that define and clarify the Board's governance and leadership roles and responsibilities including, but not limited to, governance standards, meeting protocols, Board rules and bylaws, and other Board development materials.

### ELECTION OF OFFICERS

The Board shall each year elect one of its members to be (clerk)/(vice president). The term of office shall be one year, commencing immediately upon election, and ending with the election of the successor to the office. The election of Board officers shall be conducted during an open session of the annual organizational meeting.

Legal Reference:

#### EDUCATION CODE

- 35143 Annual organizational meeting date, and notice
- 35145 Public meetings
- 5017 Term of office

GOVERNMENT CODE

54953 Meetings to be open and public; attendance

ATTORNEY GENERAL OPINIONS

68 OPS. CAL. ATTY. GEN. 65 (1985)

59 OPS. CAL. ATTY. GEN. 619, 621-622 (1976)

AMENDED: 2/14/79

REVISIONS: 6/8/94, 10/08/03, 3/12/2014, 11/09/2018, 3/13/2024