



BYLAWS

BOARD POLICY – PRESIDENT

BP 9121

The County Board of Education shall elect a president and vice president from among its members, at its annual organizational meeting in December, to provide leadership on behalf of the County Board and the educational community it serves.

To ensure that County Board meetings are conducted in an efficient, transparent, and orderly manner, the president shall:

1. Call such meetings of the County Board as deemed necessary, giving notice as required by law
2. Work with the County Superintendent of Schools, as secretary to the County Board, on the preparation of County Board meeting agendas
3. Call the meeting to order at the appointed time and preside over the meeting
4. Announce the business to come before the County Board in its proper order
5. Work to ensure the County Board's compliance with Brown Act requirements and County Board bylaws related to the conduct of meetings
6. Recognize persons who desire to speak and protect the speaker who has the floor from disturbance or interference
7. Facilitate the County Board's effective deliberation, ensuring that each County Board member has an opportunity to participate in the deliberation and that the discussion remains focused
8. Rule on issues of parliamentary procedure
9. Put motions to a vote, and clearly state the results of the vote

The president shall have the same rights as other members of the County Board, including the right to discuss and vote on all matters before the County Board.

The president shall perform other duties in accordance with law and County Board policy, including, but not limited to:

1. Signing all instruments, acts, orders, and resolutions necessary to comply with legal requirements and carry out the will of the County Board

2. Working with the County Superintendent or designee to ensure that County Board members have necessary materials and information
3. Appointing members of the County Board to fill the vacant seats of a school district board when a majority of those seats are vacant (Education Code 5094)
4. Subject to County Board approval, appointing and dissolving all committees
5. Subject to County Board approval, appointing County Board members to serve as representatives on committees on matters of concern to the County Board, the county office of education, or the districts, schools, and students within its jurisdiction
6. Representing the County Board as spokesperson
7. Leading the County Board's advocacy efforts to build support within the local community and at the state and national levels

When the president resigns or is absent, the vice president shall perform the president's duties. When both the president and vice president are absent, the County Board shall choose a president pro tempore to perform the president's duties.

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.

Management Resources

California County Boards of Education
Publication
CSBA Publication

CSBA Publication
Website
Website

Description

County Board Member Handbook: A Guide to Effective
Governance, 2015
Professional Governance Standards for County Boards,
October 2014
Call to Order: A Blueprint for Great Board Meetings, 2015
[CSBA](#)
[California County Boards of Education](#)

State

Ed. Code 1009
Ed. Code 1012
Ed. Code 5094
Gov. Code 54950-54963

Description

Annual organization of the board
Special meetings
Power to fill district board vacancies
[The Ralph M. Brown Act](#)

ADOPTED BY COUNTY BOARD: May 8, 2025