

**RIVERSIDE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE PROTOCOLS OF THE GOVERNANCE BOARD  
SUBCOMMITTEE MEETING  
TUESDAY, JANUARY 29, 2019  
SUPERINTENDENT'S OFFICE  
3380 14<sup>TH</sup> STREET, 3<sup>RD</sup> FLOOR, RIVERSIDE, CALIFORNIA**

**CALLED TO ORDER** – 9:07 a.m. by Dr. Farooq

**PRESENT:** Dr. Angelov Farooq, Board President; Mrs. Kathy Allavie, Board Vice President; and Dr. David Hansen, District Superintendent.

Also present: Cheryl Anderson (Recorder)

**Public Input**

There were no requests to speak with Subcommittee members.

**Action/Discussion Items**

**1. Define Purpose**

- In 2014, the Board worked with Leadership and Associates to develop protocols.
- Subcommittee members and staff agreed that the protocols developed in 2014 were cumbersome, need to be updated, and in some areas duplicated Board Policy.
- Protocol updates are needed in the following areas:
  - Placing an item on the Board Agenda
    - ✓ Future topics are suggested by individual Board members at the end of Board meetings.
    - ✓ Staff would determine if an item is informational and can be handled through the Board Mailout process.
    - ✓ Where more in-depth analysis is needed, it is recommended to place the suggested topic on the appropriate Board Subcommittee agenda.
  - Graduation Attendance – (sent out by the Board Executive Assistant)  
*Subcommittee members would like to discuss this at our upcoming Board Retreat/Workshop.*
    - ✓ Subcommittee members recommended two tracks: 1) election year (by Trustee Area); and 2) non-election year rotation.
    - ✓ Begin with Board members who have not attended a school or who have not spoken at a graduation.
    - ✓ If a Board member has a special request to attend a graduation that they have not been assigned to, the Board member will need to work directly with the Board member that has been assigned to that school.
    - ✓ If there is any area of ambiguity, the Board President will work through the details.
  - Subcommittees
    - ✓ Staff to bring items back to the entire Board with the full perspective of Subcommittee members that have participated in the discussion. Especially

when there are new and former Subcommittee members (reporting out on the minutes).

**Decide How Often to Meet**

- Subcommittee meetings will be scheduled on an as needed basis.

**Board of Education Resolutions (Bylaw 9323.3)**

- Staff presented Board Bylaw 9323.3 that was drafted by Fagen Friedman & Fulfroft. Subcommittee members liked the language included in the draft bylaw.
- Subcommittee members agreed if a resolution does not meet the criteria listed in Bylaw 9323.2 that an argument can be submitted in writing that the resolution meets the guidelines and it can be submitted to legal counsel for further interpretation.
- Staff will work with legal counsel to confirm what is the best legally binding document to be used under the specific circumstance (i.e., resolution, proclamation, etc.).

**Subcommittee Member Comments**

Dr. Farooq will serve as Chair, and Mrs. Allavie will serve as Vice Chair.

**Adjournment**

The meeting was adjourned at 10:57 a.m.