

**RANCHO SANTA FE SCHOOL DISTRICT**

**Board Bylaw No. 9004:      OFFICIAL ACTIONS BY THE BOARD IN PUBLIC MEETINGS**

- A. Every official action taken by the Board in open meetings shall be affirmed by a formal vote of the members of the Board. The Board shall act by majority vote of all the membership constituting the Board.
  
- B. The Secretary for the Board shall prepare minutes of all open meetings, which shall reflect every official action taken by the Board.
  
- C. The Secretary to the Board shall maintain a journal of approved minutes of all open meetings.

Legal Reference:      Education Code sections: 35163, 35164, 35025,  
35250. Dates Bylaw Adopted By The Board: September 6, 1990  
Date Bylaw Revised By The Board: June 5, 2008