

**Bylaws of the Board**

**CLOSED SESSION**

**E-2 9321**

**DISCLOSURES OF CLOSED SESSION ACTIONS**

After the Governing Board meets in closed session, the Board shall reconvene in open session to disclose, either orally or in writing, any of the following actions taken during closed session, as applicable:

**Personnel Matters**

**PUBLIC EMPLOYEE APPOINTMENT**

Title: \_\_\_\_\_

*(Specify position to be filled)*

Appointment Made: *(Yes; otherwise no action taken)*

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

**PUBLIC EMPLOYMENT**

Title: \_\_\_\_\_

*(Specify position to be filled)*

Decision to Employ: *(Yes; otherwise no action taken)*

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Title: \_\_\_\_\_

*(Specify title of employee being evaluated)*

*(If applicable)* Board evaluated an employee in the above listed position.

**PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

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Title: \_\_\_\_\_

*(Specify position affected)*

*(If applicable)* Decision to Dismiss/Release: (Yes; otherwise no action taken)

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

**SPECIFIC COMPLAINT OR CHARGE AGAINST EMPLOYEE**

*(If applicable)* Board heard/discussed a specific complaint or charge against an employee.

**EMPLOYEE APPLICATION FOR EARLY WITHDRAWAL OF FUNDS IN DEFERRED COMPENSATION PLAN**

*(If applicable)* Board received/discussed an employee's application for early withdrawal of funds in deferred compensation plan.

**Negotiations/Collective Bargaining**

*(If applicable)* Agreement Reached With: \_\_\_\_\_

*(Specify Employee Organization)*

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

**Matters Related to Students**

**STUDENT SUSPENSION/OTHER DISCIPLINARY ACTION**

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

*(If applicable)* Board heard/discussed this matter and will vote in open session as indicated in the agenda.

**STUDENT EXPULSION**

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

*(If applicable)* Board heard/discussed this matter and will vote in open session as indicated in the agenda.

**STUDENT GRADE CHANGE APPEAL**

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

*(If applicable)* Board heard/discussed this matter.

**CONFIDENTIAL STUDENT MATTER**

Action Under Consideration: \_\_\_\_\_

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

*(If applicable)* Board heard/discussed this matter.

**Security Matters**

**THREAT TO PUBLIC SERVICES OR FACILITIES**

*(If applicable)* Board consulted 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**

*(If applicable)* Board approved a Tactical Response Plan.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

**Real Property Negotiations**

*(If applicable)* Board approved an agreement concluding real estate negotiations and the agreement is final.

Substance Of Agreement: \_\_\_\_\_

Ayes: \_\_\_\_\_

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Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

**Anticipated Litigation/Initiation of Litigation**

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

*(If applicable)* Board has given approval to legal counsel to defend the district against anticipated litigation.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

or

*(If applicable)* Board approved an agreement concluding this matter and the agreement is final.

Adverse Party(s): \_\_\_\_\_

Substance Of Agreement: \_\_\_\_\_

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

CONFERENCE WITH LEGAL COUNSEL - INITIATION OF LITIGATION

*(If applicable)* Board has given approval to legal counsel to initiate litigation.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

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or

*(If applicable)* Board approved an agreement concluding this matter and the agreement is final.

Adverse Party(s): \_\_\_\_\_

Substance Of Agreement: \_\_\_\_\_

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

**Existing Litigation**

**CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

*(If applicable)* Board has given approval to legal counsel to defend the district, seek or refrain from seeking appellate review or relief, or to enter as an amicus curiae in this litigation.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

or

*(If applicable)* Board approved an agreement concluding this litigation and the agreement is final.

Substance Of Agreement: \_\_\_\_\_

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstentions: \_\_\_\_\_

Absent: \_\_\_\_\_

Recused: \_\_\_\_\_

*(Enter names of Board members)*

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

**LIABILITY CLAIMS**

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(If applicable) Board approved disposing of this claim and that disposition is final.

Substance Of Claim, Including Amount Of Payment To Claimant:

[REDACTED]

Ayes:

[REDACTED]

Nays:

[REDACTED]

Abstentions:

[REDACTED]

Absent:

[REDACTED]

Recused:

[REDACTED]

(Enter names of Board members)

### Joint Powers Agency Issues

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

(If applicable) Board heard/discussed this matter.

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

AUDIT BY CALIFORNIA STATE AUDITOR'S OFFICE

(If applicable) Board heard/discussed this matter.

### Review of Assessment Instruments

REVIEW OF STUDENT ASSESSMENT INSTRUMENT

(If applicable) Board reviewed the assessment in compliance with the applicable board resolution.

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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 Governing 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 35012

Ed. Code 35145

Ed. Code 35145.5

Ed. Code 35146

Ed. Code 44929.21

Ed. Code 48912

Ed. Code 48918

#### **Description**

*Restorative justice*

[Public meetings](#)

*Public Comment*

[Closed sessions regarding suspensions](#)

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

[Governing board suspension](#)

[Rules governing expulsion procedures](#)

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Ed. Code 49070

[Challenging student records](#)

Ed. Code 60617

[Meetings of governing board](#)

Gov. Code 3540-3549.3

[Educational Employment Relations Act](#)

Gov. Code 54950-54963

[The Ralph M. Brown Act](#)

#### **Federal**

#### **Description**

20 USC 1232g

[Family Educational Rights and Privacy Act \(FERPA\) of 1974](#)

#### **Management Resources**

#### **Description**

Attorney General Opinion

[105 Ops.Cal.Atty.Gen. 89 \(2022\)](#)

Attorney General Opinion

[98 Ops.Cal.Atty.Gen. 41 \(2015\)](#)

Attorney General Opinion

[89 Ops.Cal.Atty.Gen. 110 \(2006\)](#)

Attorney General Opinion

[59 Ops.Cal.Atty.Gen. 532 \(1976\)](#)

Attorney General Opinion

[78 Ops.Cal.Atty.Gen. 218 \(1995\)](#)

Attorney General Opinion

[86 Ops.Cal.Atty.Gen. 210 \(2003\)](#)

Attorney General Opinion

[94 Ops.Cal.Atty.Gen. 82 \(2011\)](#)

Attorney General Publication

[The Brown Act: Open Meetings for Legislative Bodies, rev. 2003](#)

Court Decision

[Fowler v. City of Lafayette \(2020\) 45 Cal.App.5th 68](#)

Court Decision

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

Court Decision

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

Court Decision

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

Court Decision

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

Court Decision

[Roberts v. City of Palmdale \(1993\) 5 Cal.App. 4th 363](#)

Court Decision

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

Court Decision

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

CSBA Publication

[The Brown Act: School Boards and Open Meeting Laws, rev. 2023](#)

League of California Cities  
Publication

[Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010](#)

Website

[CSBA District and County Office of Education Legal Services](#)

Website

[League of California Cities](#)

Website

[California Attorney General's Office](#)

Website

[CSBA](#)

#### **Cross References**

#### **Policy**

#### **Description**

0450

[Comprehensive Safety Plan](#)

0450

[Comprehensive Safety Plan](#)

1160

[Political Processes](#)

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[Citizen Advisory Committees](#)

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[Citizen Advisory Committees](#)

1312.1

[Complaints Concerning District Employees](#)

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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>
3515	<a href="#"><u>Campus Security</u></a>
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3516	<a href="#"><u>Emergencies And Disaster Preparedness Plan</u></a>
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3530	<a href="#"><u>Risk Management/ Insurance</u></a>
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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>
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4112.6	<a href="#"><u>Personnel Files</u></a>
4112.9	<a href="#"><u>Employee Notifications</u></a>
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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>
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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>
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4144	<a href="#"><u>Complaints</u></a>
4212.6	<a href="#"><u>Personnel Files</u></a>
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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>
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4312.1	<a href="#"><u>Contracts</u></a>
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4312.9-E(1)	<a href="#"><u>Employee Notifications</u></a>
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4319.23	<a href="#"><u>Unauthorized Release Of Confidential/ Privileged Information</u></a>
4340	<a href="#"><u>Bargaining Units</u></a>
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5125	<a href="#"><u>Student Records</u></a>
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6162.5	<a href="#"><u>Student Assessment</u></a>
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9011	<a href="#"><u>Disclosure Of Confidential/ Privileged Information</u></a>
9121	<a href="#"><u>President</u></a>
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9130	<a href="#"><u>Board Committees</u></a>
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9322	<a href="#"><u>Agenda/ Meeting Materials</u></a>
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### Bylaw

**Adopted:** June 2024

**Revised:** April 2026

**PASADENA UNIFIED SCHOOL DISTRICT**

Pasadena, California