



Committee Responsibilities and Group Norms

SCHOOL
CLOSURES

Committee Charge

1. Consider the potential of each school site to host educational programs that would maintain or enhance enrollment and provide educational opportunities to meet the diverse needs and interests of students, families, and staff.
2. The Committee acts in an advisory capacity to the Board and Superintendent.
3. Become fully informed on the District's current and future financial situation, issues, and challenges, and consider strategies to maintain the District in a sound fiscal condition.
4. Become fully informed on the District's current and future demographics as they relate to enrollment.
5. Consider all schools for potential closure or consolidation, considering the positive and negative factors and variables (location, capacity, programs, community impact, etc.) for each school.



SCHOOL
CLOSURES

Code of Conduct

- The following Code of Conduct (Code) provides general guidelines for Committee members to follow in carrying out their roles.
- Not all questions that Committee members face are covered in this Code. However, it captures some of the critical areas that help define ethical and professional conduct for Committee members.
- The provisions of this Code were developed from existing laws, rules, policies, and procedures, as well as from concepts that define generally accepted good business practices.
- Committee members are expected to adhere to the provisions of this Code.



Code of Conduct

The following is expected of every member of the Committee:

1. Regularly attend all committee meetings. Inform staff in advance if you cannot attend.
2. Be prepared. Please always read your meeting packets before meetings.
3. Stay focused on the Committee's purposes.
4. Be courteous and respectful during all Committee meetings.
5. Faithfully observe the Brown Act, District policies, all applicable laws, and this Code.
6. Always direct questions of District staff or consultants through the Committee chair or their designees
7. All media inquiries should be directed to VUSD Communications, which will work with the Chair.
8. Avoid any financial conflicts of interest. A Committee member will not make or influence a District decision that will benefit the Committee member's outside employment, business, or personal financial interests, or that of an immediate family member, such as a spouse, child, or parent.
9. A Committee member will place their duty to the Committee above any personal or business interest in fulfilling their role as a Committee member.



Group Norms

- Keep students at the center
- Respect the opinions of others
- Actively participate
- Assume positive intentions
- Be honest
- Ask clarifying questions
- Be an active listener
- Honor start and end times
- Focus on the work of the group
- Respect the individuals
- Suspend judgement



Brown Act

- Purpose
 - To keep the public informed of the actions, debates, and views of local representatives
 - To provide the procedural framework for local legislators to meet, debate, act, and listen collectively to their constituents
- Committees created by the Board are generally subject to the Brown Act
- Requirements
 - Open and noticed meetings
 - Agenda
 - Public comment
- Prohibition on serial communications:
 - A serial of communications directly or through intermediaries
 - To discuss, deliberate, or take action
 - On any item of business that is within the subject matter jurisdiction of the body

