

Bylaw 9100: Organization

Status: DRAFT

Original Adopted Date: 10/16/2007 | **Last Revised Date:** 10/20/2020 | **Last Reviewed Date:** 10/20/2020

Each year, the Governing Board shall hold an annual organizational meeting. In any year in which a regular election of district Board members is conducted, the organizational meeting shall be held within a 15-day period beginning from **days following** the date upon which a Board member elected at that **second Friday in December after the regular election takes office.** During non-election **all other** years, the meeting shall **may** be held within the same 15-day period on the calendar. **any date in December, but no later than December 20th.** (Education Code 35143)

The day and time of the annual meeting shall be selected by **During any year in which a regular election is conducted,** the Board, at its ~~the~~ regular meeting held immediately prior to the first day **second Friday in December, shall select the day and time of the organizational meeting. For any other year, the day and time of the 15-day period organizational meeting shall be selected at the last regular meeting held immediately before the annual meeting.** On behalf of the Board, the Superintendent shall notify the County Superintendent of Schools of the day and time selected. Within 15 days prior to the date of the annual meeting, the clerk of the Board, with the assistance of the Superintendent, shall notify in writing all Board members and members-elect of the date and time selected for the meeting. (Education Code 35143)

At this meeting the Board shall:

1. Elect a president, vice president, and a clerk from its members following the protocol listed under Election of Officers below
2. Appoint the Superintendent as secretary to the Board
3. Authorize signatures-
4. Approve a schedule of regular meetings for the year and a Board governance calendar stating the time when the Board will address important governance matters
5. Designate Board representatives to serve on committees or commissions of the district, other public agencies, or organizations with which the district partners or collaborates-
6. Review and/or consider resources that define and clarify the Board's governance and leadership roles and responsibilities including, but not limited to, governance standards, meeting protocols, Board rules and bylaws, and other Board development materials

Election of Officers

The Board shall each year elect one of its members to be clerk. This member shall be one who previously has not served in office, unless all the Board's members have previously served in office. After serving one year as clerk, the elected member shall serve one year as vice president of the Board, and the following year as president of the Board.

No Board member shall serve more than one consecutive year in the same office.

The Board of Education shall rotate Officer duties and Board Member seats on a yearly basis at the Organizational Meeting. The Officers and Seats are as follows:

1. Board President
2. Board Vice President
3. Board Clerk
4. Board Member Seat 1
5. Board Member Seat 2

After serving one year, the Offices/Seats will shift as follows:

- Board President → Board Member Seat 2
- Board Vice President → Board President
- Board Clerk → Board Vice President
- Board Member Seat 1 → Board Clerk
- Board Member Seat 2 → Board Member Seat 1

When a new Board Member is elected/appointed to the Board of Education, they will begin in Board Member Seat 2. If two new Board Members are elected/appointed to the Board of Education, they will begin in Board Member Seat 1 and Board Member Seat 2 and in a random manner it will be determined who will begin in Board Member Seat 1 and who will begin in Board Member Seat 2. If three new Board Members are elected/appointed to the Board of Education, one of the three new Board Members will be elected to Board Clerk. The other two Board Members will begin in Board Member Seat 1 and Board Member Seat 2 and in a random manner it will be determined who will begin in Board Member Seat 1 and who will begin in Board Member Seat 2.

This process shall be followed unless the Board approves a deviation from the process.

The election of Board officers shall be conducted during an open session of the annual organizational meeting.

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.

State References

	Description
Ed. Code 35143	Annual organizational meetings; date and notice
Ed. Code 35145	Public meetings
Ed. Code 5017	Term of office
Gov. Code 54953	Meetings to be open and public; attendance

Management Resources References

	Description
Attorney General Opinion	59 Ops.Cal.Atty.Gen. 619 (1976)
Attorney General Opinion	68 Ops.Cal.Atty.Gen. 65 (1985)
Website	CSBA District and County Office of Education Legal Services - https://simbli.eboardsolutions.com/SU/UdykszdmPETuDsIshXk6R5akQ==

Cross References

	Description
9000	Role Of The Board - https://simbli.eboardsolutions.com/SU/yCFHLIFLUDCtfgppluseQHTjg==
9005	Governance Standards - https://simbli.eboardsolutions.com/SU/DaF2m6ImSeyu1yIjtj5WuoA==
9121	President - https://simbli.eboardsolutions.com/SU/VFkkIltzfg8m9yajishjhpog==
9123	Clerk - https://simbli.eboardsolutions.com/SU/WEC0nJbTpURYUPwyjPQe2w==
9140	Board Representatives - https://simbli.eboardsolutions.com/SU/iyOrML7s540pAsIshkX2HdIAQ==
9223	Filling Vacancies - https://simbli.eboardsolutions.com/SU/3H8slshnB52Eh4LdZR9FJS7slshg==

- 9224 Oath Or Affirmation -
<https://simbli.eboardsolutions.com/SU/z2csjKJxoqGalgXB4slshaoQ==>
- 9230 Orientation -
<https://simbli.eboardsolutions.com/SU/4qcNnLdU11insCheApKTew==>
- 9240 Board Training -
<https://simbli.eboardsolutions.com/SU/UEZ32KICY7dyeslshkNkCHa3Q==>
- 9320 Meetings And Notices -
<https://simbli.eboardsolutions.com/SU/OxDNy6bT6iJslshUjLW43u4bg==>
- 9323 Meeting Conduct -
<https://simbli.eboardsolutions.com/SU/XO5XSujJK74GwuOSfILDg==>