

## **Fresno Unified Board Bylaw (BB) 9100**

### **Organization**

#### **Annual Organizational Meeting**

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 15-day following the second Friday in December after the regular election. During all other years, the meeting shall be held on any date in December, but no later than December 20th. (Education Code 35143)

During any year in which a regular election is conducted, the Board, at its regular meeting held immediately prior to the second Friday in December, shall select the day and time of the organizational meeting. For any other year, the day and time of the 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 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. In open session, elect a president and a clerk from its members
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

The officers of the Board shall consist of the President of the Board (Board President) and the Clerk. A Board Member must have served on the Board for at least one year immediately preceding the selection and have completed Board Governance training to be eligible to serve as Board President. No Board Member shall be eligible for two consecutive terms as Board President. Each year at the first meeting in January, the Board shall select a Board President and a Clerk on a rotational basis.

The Board Member who served as Clerk the previous year shall serve as Board President. The Board Member whose trustee area number immediately follows that of the incoming Board President, by increasing numerical order, shall serve as Clerk. The Clerk is identified as Acting Board President in accordance with Board Bylaws. However, the Board, by majority vote, may vary from the rotation.

Whenever the office of Board President or Clerk rotates to a Board Member who is not eligible to hold office or who desires not to serve, the office shall rotate to the next eligible Board Member by trustee area number, in increasing numerical order, and continues the rotation forward. Any vacancy in office shall also be filled in the same fashion, by rotating the office to the next eligible Board Member by trustee area number, in increasing numerical order.

#### **Vacancy in Office**

If a vacancy occurs, Board Members will advance to the next position in the rotation process.

If a vacancy occurs prior to or on June 30, the rotation will be considered one rotation. If the rotation occurs after June 30, it will be considered an early rotation for the following year.

*(cf. 9123 - Clerk)*

### **Removal of Board President and/or Clerk**

If either the Board President and/or Clerk are formally censured, the Board may remove either the Board President and/or Clerk by a two-thirds majority vote.

The Board President (or Board Clerk if the Board President is the subject of the removal) shall place the matter on the Board's agenda at an upcoming regular Board meeting, or call a special Board meeting, within a reasonable period of time, for an open session discussion of the proposed removal.

The removal of either the Board President and/or Clerk causing a vacancy in either office shall also be filled in the same order, as stated above.

*(cf. 9000 - Role of the Board)*

*(cf. 9005 - Governance Standards)*

*(cf. 9005.1 – Censure Policy and Procedures)*

*(cf. 9230 - Orientation)*

*(cf. 9240 - Board Training)*

*(cf. 9223 - Filling Vacancies)*

*(cf. 9320 - Meetings and Notices)*

*(cf. 9323 - Meeting Conduct)*

Legal Reference:

EDUCATION CODE

5017 Term of Office

35143 Annual organizational meetings; date and notice

35145 Public meetings

GOVERNMENT CODE

54953 Meetings to be open and public; attendance

ATTORNEY GENERAL OPINIONS

68 Ops. Cal. Atty. Gen. 65 (1985)

59 Ops. Cal. Atty. Gen. 619, 621-622 (1976)

Bylaw FRESNO UNIFIED SCHOOL DISTRICT

adopted: September 24, 1998 Fresno, California

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*Policy Section: 9000 Bylaws*