

MINUTES

The Superintendent/President shall cause minutes to be taken of all meetings of the Board. The minutes shall record all actions taken by the Board. The minutes shall be public records and shall be available to the public. If requested, the minutes shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

The minutes shall also record details such as names of those present, all motions, names of those making and seconding motions, votes, major discussion points, etc.

Reference: Educ. Code Section 72121(a); Govt. Code Section 54957.5

Adopted: September 10, 2007

Revised: June 12, 2023