

Board of Trustees

1 BP 2330 RULES OF ORDER

2 References:

- 3 Education Code, Sections 15266, 72000 subdivision (d)(3), 81310 et seq.,
- 4 81360, 81365, 81432, and 81511;
- 5 Government Code, Sections 53094 and 54950 et seq.;
- 6 Code of Civil Procedure, Section 1245.240;
- 7 Robert's Rules of Order

8 The Board of Trustees shall follow parliamentary procedures applicable to small boards
9 in accordance with Robert's Rules of Order Newly Revised, except where the Board of
10 Trustees' own policies or state regulations or statutes provide otherwise.

11 All Board of Trustees Members will be provided with training and education by
12 professionals with knowledge and expertise in Robert's Rules of Order and
13 parliamentary procedures.

14 The Clerk of the Board of Trustees shall serve as the Board Parliamentarian and will
15 ensure that Board members follow Robert's Rules of Order during board meetings. If
16 the Clerk of the Board of Trustees is absent, the Board Vice President or Board
17 President will serve as the Board Parliamentarian.

18 A quorum necessary to transact business at any meeting shall consist of at least four
19 members of the Board of Trustees.

20 No action shall be taken by secret ballot. The Board of Trustees will publicly report any
21 action taken in open session and the vote or abstention of each individual member
22 present.

23 The following actions require a two-thirds majority of all members of the Board of
24 Trustees:

- 25 • Resolution of intention to sell or lease District real property, which is not or will
26 not be needed by the District for school classroom buildings (except where a
27 unanimous vote is required);
- 28 • Resolution of intention to dedicate or convey an easement;
- 29 • Resolution authorizing and directing the execution and delivery of a deed;
- 30 • Action to declare the District exempt from the approval requirements of a
31 planning commission or other local land use body;
- 32 • Appropriation of funds from an undistributed reserve;
- 33 • Resolution to condemn real property;

34 • Resolution to pursue the authorization and issuance of bonds pursuant to
35 paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California
36 Constitution and subdivision (b) of Section 18 of Article XVI of the California
37 Constitution.

38 1) MAJORITY VOTE – Actions by the Board of Trustees shall be by four or more
39 votes of the Board of Trustees.

40 2) TIE VOTES – A tie vote, such as 3-3, shall be deemed a vote of "no action" and
41 a condition of "status quo" related to agenda item should exist.

42 3) ROLL CALL VOTE – The Clerk of the Board of Trustees or designee will call the
43 names of Board members in alphabetical order after the Student Trustee's
44 advisory vote has been recorded.

45 The following actions require a unanimous vote of all members of the Board of
46 Trustees:

- 47 • Resolution authorizing a sale or lease of District real property to the state, any
48 county, city, or to any other school or community college district;
- 49 • Resolution authorizing lease of District property under a lease for the production
50 of natural gas.

51 Office of Primary Responsibility: President/Superintendent

Date Adopted: December 12, 2007

Date Revised: February 5, 2014; April 29, 2014; November 5, 2015; May 21, 2025

Date Reviewed: October 17, 2018; February 16, 2022