

# **Bylaws of the Board**

## **ORGANIZATION**

**BB 9100**

Each year, the Governing Board shall hold an annual organizational meeting on the fifth Monday after the first Tuesday in November of each year, at such hour as may be fixed by the board. (Pasadena City Charter, Article VII, Section 709.)

### **A. Selection of Officers**

1. The selection of officers will be determined by a rotation of positions.
2. The positions on the Board of Education are:
  - Position 1 – President
  - Position 2 – Vice President
  - Position 3 – Clerk
  - Position 4 – Board Member
  - Position 5 – Board Member
  - Position 6 – Board Member
  - Position 7 – Board Member
3. In non-election years and in years when there are no newly elected Members, the outgoing President shall rotate to Position 7 and other Members shall rotate forward.
4. When newly elected Members join the Board:
  - a. New Member(s) shall assume Positions 7 (6, 5, 4) in the order of percentage of election votes received during winning elections, with the forward positioning receiving the most votes;
  - b. The outgoing President shall rotate to the 7<sup>th</sup> position.
  - c. Member(s) appointed to the board will assume Position 7 upon assuming office.
5. No Board Member shall serve more than one consecutive year in the same office.

## **Bylaws of the Board**

### **ORGANIZATION**

**BB 9100**

#### **B. Vacancy in Office**

1. If a vacancy occurs, Board Members will advance to the next position in the rotation process.
2. If a vacancy occurs in the first half of the year, the rotation will be considered one rotation. If the rotation occurs in the last half of the year, it will be considered an early rotation for the following year.
3. If the Board Member wishes to forego rotation to the next position, that Board Member will assume Position 7 and the other Members will rotate forward.

At this meeting, the Board shall also:

1. Appoint the Superintendent as secretary to the Board.
2. Authorize signatures.
3. Approve a schedule of regular meetings and a governance calendar for the year.
4. Develop a Board meeting planning calendar for the year.
5. Designate Board representatives to serve on committees or commissions of the district, 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.

*(cf. 9140 - Board Representatives)*

*(cf. 9320 - Meetings and Notices)*

*Legal Reference:*

EDUCATION CODE

*5017 - Term of office*

*35143 - Annual organizational meeting date and notice*

## **Bylaws of the Board**

### **ORGANIZATION**

**BB 9100**

*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**

**PASADENA UNIFIED SCHOOL DISTRICT**

**Adopted:** March 26, 1996

Pasadena, California

**Revised:** March 27, 2014; November 19, 2015; May 13, 2019