

**ORGANIZATION**

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 the date upon which a Board member elected at that election takes office. During non-election years, the meeting shall be held within the same 15-day period on the calendar. (Education Code 35143)

The day and time of the annual meeting shall be selected by the Board at its regular meeting held immediately prior to the first day of the 15-day period. 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 and a clerk and/or vice president 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.

*(cf. 9140 - Board Representatives)*

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. 9000 - Role of the Board)*

*(cf. 9005 - Governance Standards)*

*(cf. 9230 - Orientation)*

*(cf. 9240 - Board Development)*

*(cf. 9320 - Meetings and Notices)*

*(cf. 9323 - Meeting Conduct)*

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**Election of Officers**

The Board shall each year elect its entire slate of officers.

*(cf. 9224 - Oath or Affirmation)*

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

*Legal Reference: (see next page)*

**ORGANIZATION**

*Legal Reference:*

EDUCATION CODE

*5017 Term of office*

*35143 Annual organizational meeting 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  
Adopted: August 31, 2004  
Revised: May 16, 2017  
GAMUT: 7/15

**SAUGUS UNION SCHOOL DISTRICT**  
Santa Clarita, California