

# Board of Trustees

Annual Organizational Meeting

Tuesday

December 5, 2006

6:30 p.m.

Yosemite Board Room

Yosemite Unified School District  
50200 School Road, Oakhurst, CA 93644  
(559) 683-8801 FAX (559) 683-4160

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY:

"In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Joanne Pitts at 559/683-8801 ext. 348. Please notify us 48 hours before the Board meeting so that the District may make reasonable arrangements to ensure accessibility to the Board meeting room."

ANNUAL ORGANIZATIONAL MEETING  
BOARD OF TRUSTEES

DATE: **TUESDAY, DECEMBER 5, 2006**  
TIME: **6:30 P.M.**  
PLACE: **BOARD ROOM**

- 1.0 CALL TO ORDER/FLAG SALUTE
  
- 2.0 ROLL CALL
  
- 3.0 APPROVAL OF AGENDA
  
- 4.0 AFFIRMATION OF SUPPORT OF CODE OF ETHICS
  
- 5.0 ELECTION OF BOARD CHAIRPERSON
  
- 6.0 ELECTION AND CERTIFICATION OF CLERK
  
- 7.0 APPOINTMENT OF REPRESENTATIVE TO EXECUTIVE BOARD OF  
THE MADERA COUNTY SCHOOL BOARDS ASSOCIATION
  
- 8.0 RATIFY TIME/DATE/PLACE OF TRUSTEE MEETINGS
  
- 9.0 ADJOURNMENT

# Board Bylaw

Bylaws of the Board

BB 9271 (a)

## CODE OF ETHICS

Note: By adopting this Bylaw, the Board expresses the intention that its members will hold themselves to the highest standard of ethical conduct.

This code of ethics expresses the personal ideals which the Governing Board believes should guide each school Board member's activities.

In all actions as a school Board member, the member's first commitment is to the well being of our youth. His/her primary responsibility is to every student in the district.

Board members also have other major commitments to:

- **The Community.** Each Board member is responsible to all residents of the district and not solely to those who elected him/her; nor solely to any organization to which he/she may belong, or which may have supported his/her election.
- **Individuals.** Each Board member has a direct concern for every individual in the community. As an integral part of his/her duties, her/she represents the authority and responsibility of government. This authority must be exercised with as much care and concern for the least influential as for the most influential member of the community.
- **Employees.** The board member's actions may affect the capability of district employees to practice their trade or profession and should encourage their increasing competence and professional growth.
- **Laws, Policies:** The board member must be aware of, and comply with, the constitutions of State and Nation, the Education Code of the State of California, other laws pertaining to public education, and the established policies of the district.
- **Decision-making.** Each Board member is obliged by law to participate in decisions pertaining to education in the district. As an elected representative of the people, the Board member can neither relinquish nor delegate this responsibility to any other individual or group.
- **Individual Feelings and Philosophy.** Every individual Board member has something to contribute to society.

Bylaw  
adopted: February 28, 2006

**YOSEMITE UNIFIED SCHOOL DISTRICT**  
Oakhurst, California

**CODE OF ETHICS**

Understanding and acting upon the foregoing premises, I shall:

- consider my position as a board member as a public trust and not use it for private advantage or personal gain.
  
- be constantly aware that I have no legal authority except when I am acting as a member of the board. I shall present my concerns and concepts through the process of board debate and, if in the minority on any decision, I shall abide by and support the majority decision. When I am in the majority, I shall respect divergent opinions.
  
- encourage ideas and opinions from the citizens of the district and endeavor to incorporate their views in the deliberations and decisions of the board.
  
- devote sufficient time, thought, and study to proposed actions to be able to base my decisions upon all available facts and vote my honest convictions unswayed by partisan bias of any kind.
  
- remember that the basic functions of the board are to establish the policies by which the schools of the district are to be administered and to select the superintendent and staff who will implement those policies.
  
- promote and participate actively in a concerted program of timely exchange of information with all citizens, parents, employees and students of the district.
  
- recognize that the deliberations of the board in closed session are not mine to release or discuss. They may be release or discussed in public only with the approval of the board.
  
- avail myself of opportunities for enlargement of my potential as a board member through participation in education conferences, workshops, and training sessions made available by local, state, and national agencies.
  
- channel complaints and criticism on which action is requested through the superintendent to (if necessary) the Board.
  
- realize as an individual board member I have no legal right to promise action or correction, and I have a moral obligation to refrain from doing so.
  
- rather than conduct my own investigation of a complaint, refer the matter to the superintendent for a staff investigation, and report back to the board.

## **EDUCATION CODE**

### **SECTION 5000-5033**

5017. (a) Except as provided by Section 5000.5, each person elected at a regular biennial governing board member election shall hold office for a term of four years commencing on the first Friday in December next succeeding his or her election. Any member of the governing board of any school district or community college district whose term has expired shall continue to discharge the duties of the office until his or her successor has qualified. The term of the successor shall begin upon the expiration of the term of his or her predecessor.

(b) Notwithstanding any provisions of law to the contrary, each person elected at a regular election held pursuant to subdivision (b) of Section 5000 shall hold office for a term of four years commencing on the first day of the calendar month next succeeding his or her election. The term of his or her predecessor shall be deemed to expire on the first day of the calendar month next succeeding that election, regardless of the length of the term as otherwise established by law, provided, however, that the predecessor shall continue to discharge the duties of the office until his or her successor has qualified.

## **EDUCATION CODE**

### **SECTION 35140-35149**

35143. The governing board of each school district shall hold an annual organizational meeting. In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the date upon which a governing board member elected at that election takes office.

Organizational meetings in years in which no such regular election for governing board members is conducted shall be held during the same 15-day period on the calendar. Unless otherwise provided by rule of the governing board, 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 such 15-day period, and the board shall notify the county superintendent of schools of the day and time selected. The clerk of the board shall, within 15 days prior to the date of the annual meeting, notify in writing all members and members-elect of the date and time selected for the meeting.

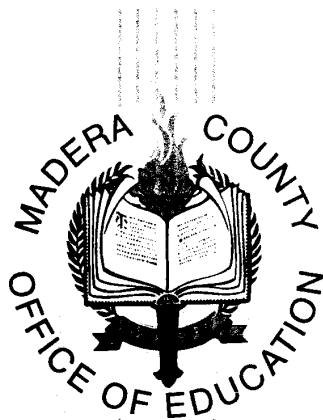
If the board fails to select a day and time for the meeting, the county superintendent of schools having jurisdiction over the district shall, prior to the first day of such 15-day period and after the regular meeting of the board held immediately prior to the first day of such 15-day period, designate the day and time of the annual meeting. The day designated shall be within the 15-day period. He shall notify in writing all members and members-elect of the date and time.

At the annual meeting the governing board of each high school district, union high school district, and joint union high school district shall organize by electing a president from its members and a clerk.

At the annual meeting each city board of education shall organize by electing a president from its members.

At the annual meeting the governing board of each other type of school district, except a community college district, shall elect one of its members clerk of the district.

As an alternative to the procedures set forth in this section, a city board of education whose members are elected in accordance with a city charter for terms of office commencing in December, may hold its annual organizational meeting required in this section between December 15 and January 14, inclusive, as provided in rules and regulations which shall be adopted by such board. At the annual meeting the city board of education shall organize by electing a president and vice president from its members who shall serve in such office during the period January 15 next to the following January 14, unless removed from such office by majority vote of all members of the city board of education.



**SALLY L. FRAZIER, Ed.D.**  
*Superintendent*

October 27, 2006

**TO:** District Superintendents  
**FROM:** Sally L. Frazier, Ed.D., Superintendent of Schools  
**SUBJECT:** ***ANNUAL ORGANIZATIONAL MEETING OF GOVERNING BOARDS [E.C. 35143]***

The governing board of each school district shall hold an annual organizational meeting each year.

- In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. [E.C. 35143 Attached].
- Each person elected at a regular biennial governing board member election shall hold office for a term of four years commencing on the first Friday in December next succeeding his or her election. [E.C. 5017 Attached].

Enclosed herewith are the forms required for organization:

- 1. ELECTION OF DISTRICT CLERK**
- 2. REPRESENTATIVE TO THE EXECUTIVE BOARD OF THE MADERA COUNTY SCHOOL BOARDS ASSOCIATION**
- 3. STATEMENT OF FACTS ROSTER OF PUBLIC AGENCIES FILING** (Please use the Sec/State LP/SF 405 Form. Sample and CDE instructions are attached)

The completed forms should be returned to me immediately after the organizational meeting. Please mail to MCOE attention Norma Bernal.

Thank you for your assistance.

Enclosures

SLF/nlb

# **CERTIFICATE OF ELECTION**

## **DISTRICT CLERK**

***WE HEREBY CERTIFY, that a meeting of the Governing Board***

*of the \_\_\_\_\_ School District,*

*Held on \_\_\_\_\_, 200\_\_\_\_,*

*Mr./Mrs./Ms. \_\_\_\_\_ of*

*(address) \_\_\_\_\_*

*(Signed) \_\_\_\_\_*

\_\_\_\_\_

*(Date) \_\_\_\_\_*

\_\_\_\_\_

***INSTRUCTIONS: Forward this to the County Superintendent of Schools without delay. Boards of Trustees failing to elect a clerk at their annual meeting in December should notify the County Superintendent of Schools at once. If a clerk is not elected on this date the County Superintendent of Schools shall appoint a clerk (EC Sec 35143).***