BP 2360       Minutes

References:   Education Code Section 72121(a); Government Code Section 54957.5

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, including all motions, the names of those making and seconding motions, and the votes. Non-action items shall be recorded in the minutes by stating the name of the speaker and the general topic. 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.

Approved by the Board of Trustees:  December 5, 2017

Formerly BP 1035