

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

BOARD OF EDUCATION

CSBA Professional Governance Standards

Adopted by the Santa Maria Joint Union High School District April 11, 2001

THE BOARD

School districts and county offices of education are governed by boards, not by individual trustees. While understanding their separate roles, the board and superintendent work together as a “governance team.” This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively.

To operate effectively, the board must have a unity of purpose and:

- Keep the district focused on learning and achievement for all students.
- Communicate a common vision.
- Operate openly, with trust and integrity.
- Govern in a dignified and professional manner, treating everyone with civility and respect.
- Govern within board-adopted policies and procedures.
- Take collective responsibility for the board’s performance.
- Periodically evaluate its own effectiveness.
- Ensure opportunities for the diverse range of views in the community to inform board deliberations.

THE INDIVIDUAL TRUSTEE

In California’s public education system, a trustee is a person elected or appointed to serve on a school district or county board of education. Individual trustees bring unique skills, values and beliefs to their board. In order to govern effectively, individual trustees must work with each other and the superintendent to ensure that a high quality education is provided to each student.

To be effective, an individual trustee:

- Keeps learning and achievement for *all* students as the primary focus.
- Values, supports and advocates for public education.
- Recognizes and respects differences of perspective and style on the board and among staff, students, parents and the community.
- Acts with dignity, and understands the implications of demeanor and behavior.
- Keeps confidential matters confidential.
- Participates in professional development and commits the time and energy necessary to be an informed and effective leader.
- Understands the distinctions between board and staff roles, and refrains from performing management functions that are the responsibility of the superintendent and staff.
- Understands that authority rests with the board as a whole and not with individuals.



Board of Trustee Action Plans
Santa Maria Joint Union High School District

- **Maximize Student Success**
- **Develop and Maintain a Districtwide Accountability System**
- **Enhance Student Support Services: Facilities, Technology, Safe, Clean, Nurturing Environment; Expand Food Services**
- **Foster Partnerships**
- **Manage Rapid District Growth**

RESPONSIBILITIES OF THE BOARD

The primary responsibilities of the board are to set a direction for the district, provide a structure by establishing policies, ensure accountability and provide community leadership on behalf of the district and public education. To fulfill these responsibilities, there are a number of specific jobs that effective boards must carry out.

Effective boards:

- Involve the community, parents, students and staff in developing a common vision for the district focused on learning and achievement and responsive to the needs of all students.
- Adopt, evaluate and update policies consistent with the law and the district's vision and goals.
- Maintain accountability for student learning by adopting the district curriculum and monitoring student progress.
- Hire and support the superintendent so that the vision, goals and policies of the district can be implemented.
- Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable.
- Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district.
- Ensure that a safe and appropriate educational environment is provided to all students.
- Establish a framework for the district's collective bargaining process and adopt responsible agreements.
- Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION**

**Special Meeting
October 7, 2021 @ 5:00 p.m.**

English: <https://www.youtube.com/channel/UCvPYs34lm9h0dAwgfi-gDGg>

Spanish: <https://www.youtube.com/channel/UCvP0f03ekQDsiYfv6OFbfg>

Mixteco: <https://www.youtube.com/channel/UCviEi9hvcQI96poD0PDiSIA>

The Santa Maria Joint Union High School District mission is, "We prepare all learners to become productive citizens and college and/or career ready by providing challenging learning experiences and establishing high expectations for achievement."

This meeting is being conducted pursuant to Assembly Bill (AB) 361 signed by California Governor Gavin Newsom on September 16, 2021. Consistent with AB 361 and Government Code section 54953, and subsequent SMJUHS Board action, this meeting will be held remotely. The Board room will not be open to the public for this meeting. Archives of meetings are available on the District's website at www.smjuhsd.k12.ca.us.

The District is committed to swiftly resolving any requests for reasonable modification or accommodation for individuals with disabilities who wish to observe the meeting, please contact Arcy Pineda at (805) 922-4573, extension 4202 by 8:00 a.m. on October 7, 2021.

To view the meeting please refer to the YouTube links above.

I. Open Session

A. Call to Order and Flag Salute

II. Public Comments

Public comment for a special board meeting is limited to items on the agenda. Members of the public may submit their comments via any of the following options:

1) To provide comment prior to the meeting:

A. **In writing:** Submit your comment via email to SMJUHS-Dublic-Comment@smjuhsd.org by 12:00 p.m. on October 7, 2021. Please include your name and contact information. Written public comment is limited to 250 words or less.

B. **By phone:** If you would like to dictate your comment by phone, please call 805-922-4573, extension 4202 and state your name and phone number. A staff member will return your phone call so that you may dictate your public comment over the phone. Requests to use this mode must be received by 12:00 p.m. on October 7, 2021. Please note: The time limit to address the Board may not exceed two minutes.

2) **To provide comment during the meeting** - Members of the public may also provide their comment during the live meeting. Your phone number will be required in case of a disconnection. The time limit to address the Board may not exceed two minutes. The two options are:

A. **Sign up prior to the meeting:** You may sign up prior to the meeting start time to be given a call back when public comment is opened. Please email SMJUHSD-Public-Comment@smjuhsd.org and include your name, phone number, and topic. It is important to provide a reliable phone number where you may be reached when it is your turn to speak. This request must be received by 12 p.m. on October 7, 2021. We appreciate the public signing up in advance if at all possible as this will help the District run an efficient meeting.

B. **During the meeting:** Please call 805-922-4573 during the meeting; you must call prior to the close of public comment as listed on the agenda to speak during the meeting.

- English – Dial extension 4204
- Spanish – Dial extension 4209
- Mixteco – Dial extension 4208

Your name, phone number, and the topic will be noted. You may be placed on hold **or** given a call back. When it is your turn to speak, you will be transferred to the public comment phone line.

III. ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Approval of Resolution 15-2021-2022 Authorizing Use of Remote Teleconferencing Provisions Pursuant to AB 361 and Government Code section 54953 – Appendix A

In response to the COVID-19 Pandemic, Governor Newsom signed AB 361 into law, permitting public agencies to continue conducting meetings remotely in the following circumstances:

- A. There is a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or
- B. There is a proclaimed state of emergency, and the local agency's meeting is for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or

C. There is a proclaimed state of emergency, and the local agency has determined, by majority vote, that as a result of the emergency meeting in person would present an imminent risk to the health or safety of attendees.

***** IT IS RECOMMENDED THAT the Board of Education** adopt Resolution 15-2021-2022, to make a finding that the current circumstances meet the requirements of AB 361 and Government Code section 54953 for the SMJUHS Board to conduct meetings remotely.

Moved _____

Second _____

A Roll Call Vote is Required:

- Dr. Garvin _____
 - Dr. Karamitsos _____
 - Ms. Perez _____
 - Mr. Palera _____
 - Ms. Lopez _____
-

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NO. 15-2021-2022 AUTHORIZING USE OF REMOTE
TELECONFERENCING PROVISIONS (AB 361)**

WHEREAS, the Governing Board of the Santa Maria Joint Union High School District (“Governing Board”) is committed to open and transparent government, and full compliance with the Ralph M. Brown Act (“Brown Act”); and

WHEREAS, Governor Gavin Newsom declared a state of emergency for the State of California due to the COVID-19 pandemic in his order entitled “Proclamation of a State of Emergency,” signed March 4, 2020; and

WHEREAS, given the State of Emergency, Governor Newsom issued Orders N-25-20, N-29-20 and N-08-21 authorizing the legislative bodies of local agency to hold public meetings via teleconferencing or through other electronic means and waived certain requirements under the Brown Act; and

WHEREAS, the authority to hold electronic meetings under the Executive orders expires on September 30, 2020; and

WHEREAS, the California Legislature has recognized the ongoing state of emergency due to the COVID-19 pandemic and has responded by creating an additional means for public meetings to be held via teleconference (inclusive of internet-based virtual meetings); and

WHEREAS, on September 16, 2021, the California legislature passed Assembly Bill (“AB”) 361, which amends Government Code, section 54953 and permits a local agency to use teleconferencing to conduct its meetings in any of the following circumstances: (A) the legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; (B) the legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or (C) the legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, in order for the Governing Board to use teleconferencing as allowed by AB 361 after October 1, 2021, it must first adopt findings in a resolution, allowing the Governing Board to conduct teleconferenced meetings for a period of thirty (30) days; and

WHEREAS, the Governing Board hereby finds that the state and local emergencies have caused and will continue to cause imminent risks to the health or safety of attendees; and

WHEREAS, the Governing Board is conducting its meetings through the use of telephonic and internet-based services to ensure that members of the public may observe and participate in meetings, including making real-time public comments.

NOW THEREFORE, BE IT RESOLVED, that the recitals set forth above are true and correct and fully incorporated into this Resolution by reference.

BE IT FURTHER RESOLVED, that the Governing Board has determined that given the state of emergency, holding in-person meetings would present imminent risks to the health or safety of attendees.

BE IT FURTHER RESOLVED, that the actions taken by the Governing Board through this Resolution may be applied to all District committees governed by the Brown Act unless otherwise desired by that committee.

BE IT FURTHER RESOLVED, the Governing Board authorizes the Superintendent or their designee(s) to take all actions necessary to conduct Governing Board meetings in accordance with Government Code section 54953(e) and all other applicable provisions of the Brown Act, using teleconferencing for a period of thirty (30) days from the adoption of this Resolution, after which the Governing Board will reconsider the circumstances of the state of emergency.

PASSED AND ADOPTED by the Santa Maria Joint Union High School District Governing Board on this 7th day of October 2021, by the following vote:

ROLL CALL VOTE:

AYES:

NOES:

ABSENT:

ABSTAIN:

President/Secretary/Clerk of the Board of Education
Santa Maria Joint Union High School District

IV. Next Meeting Date

Unless otherwise announced, the next regular meeting will be held on October 12, 2021. Closed session begins at 5:30 p.m. Open session begins at 6:30 p.m. The meeting will be held virtually.

V. Adjourn

SPECIAL MEETING
OCTOBER 7, 2021

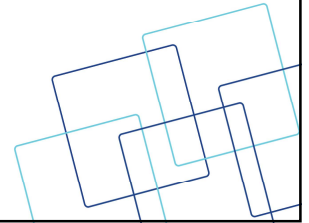
APPENDIX A

VIRTUAL BOARD MEETINGS UNDER AB 361

Virtual Board Meetings Under AB 361

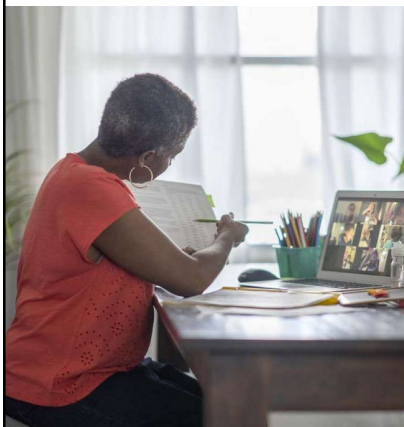
Santa Maria Joint Union High School District Governing Board Meeting

October 7, 2021



1

AB 361 Overview



- Authorizes local agencies to conduct public meetings remotely during a state of emergency under modified Brown Act requirements
- Requires local agencies to make specified findings **every 30 days** in order to continue to meet under abbreviated remote meeting procedures
- Effective October 1, 2021
- Sunsets January 1, 2024

2

Options in light of AB 361

Option 1: In-person board meeting

- With teleconferencing as needed

Option 2: Virtual board meetings (AB 361 Option)

Option 3: Hybrid Model

- Board meets in person, attendees participate virtually
- Some board members meet in person, some virtually, attendees participate virtually



In-Person Board Meetings: General Brown Act Teleconferencing Requirements

<i>Notice</i>	Identify each teleconference location in meeting notice and agenda
<i>Agenda</i>	<ul style="list-style-type: none">• Post agendas at all board member teleconference locations• Agenda provides an opportunity for members of the public to address the board directly at each teleconference location
<i>Jurisdiction</i>	Quorum of the board participates within the District's boundaries
<i>Public Comment</i>	Members of the public are allowed to address the board at each teleconference location
<i>Location Access</i>	Each teleconference location is accessible to the public

Teleconference: a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both (Gov. Code, § 54953(b)(4).)



AB 361 At a Glance: New Virtual Board Meeting Requirements

	Required Under AB 361	Not Required Under AB 361
<i>Circumstances/Findings</i>	<ul style="list-style-type: none"> State of emergency 30-day findings by majority vote 	
<i>Agenda</i>	Identify call-in option or internet-based service option to attend	<ul style="list-style-type: none"> Post at all teleconference locations Identify each teleconference location
<i>Jurisdiction</i>		Quorum of board members participate from within territorial bounds of the local agency's jurisdiction
<i>Public Comment</i>	Accept comments virtually in real-time	
<i>Location Access</i>		Make each teleconference location accessible to the public
<i>Disruption</i>	No further action on items appearing on the agenda until public access to meeting is restored	



5

5

AB 361 Findings

Local agencies may utilize the more “relaxed” Brown Act teleconferencing requirements in any of the following circumstances:

1. There is a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote *social distancing*; or
2. There is a proclaimed state of emergency, and the local agency's meeting is for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
3. There is a proclaimed state of emergency, and the local agency has determined, by majority vote, that as a result of the emergency meeting in person would present an imminent risk to the health or safety of *attendees*.



6

6

Proclaimed State of Emergency

- AB 361 defines a “state of emergency” as a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act
- *AB 361’s provisions can only be used if there is an active state-wide state of emergency. It is **not sufficient** that county or city officials have issued a local emergency declaration.*
- *The emergency declaration must be one that is made pursuant to the California Emergency Services Act (Gov. Code, § 8625.)*
- There is no current statewide state of emergency requiring or recommending *social distancing*.



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30 Day Renewals

To continue to rely on the relaxed teleconferencing provisions, the local agency must reconsider the circumstances of the state of emergency and make the following findings by majority vote, **every 30 days**:

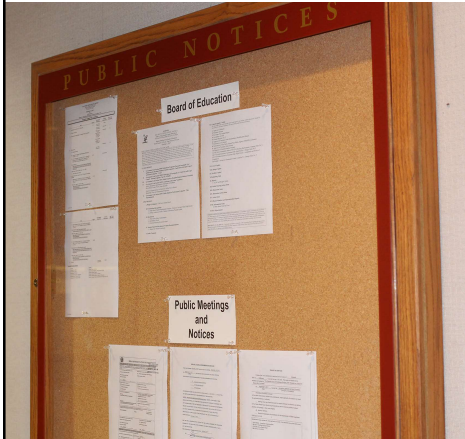
- The state of emergency continues to directly impact the ability of the members to meet safely in person; or
- State or local officials continue to impose or recommend measures to promote social distancing



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AB 361 Brown Act Requirements: *Notice and Agenda*



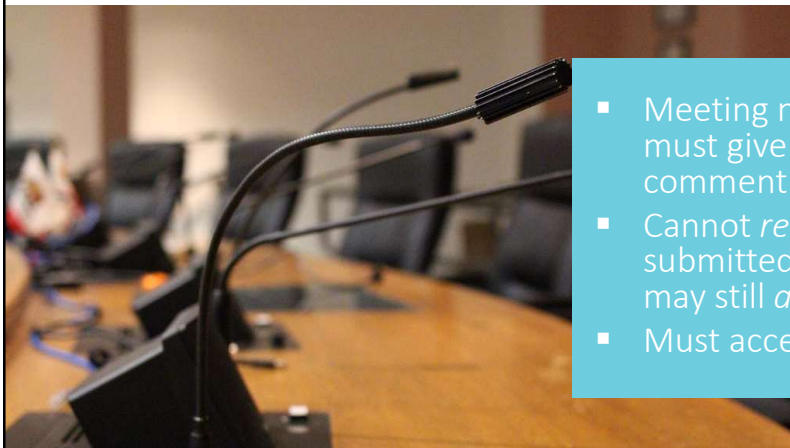
- Must give notice of meeting and post agendas as otherwise required by Brown Act
- Must give notice of means for public access and comments
- Agenda must identify and include opportunity to attend via call-in option or internet-based service option



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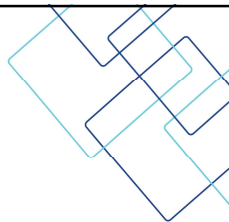
AB 361 Brown *Public Comment* Requirements:



- Meeting notice or posted agenda must give notice of manner for public comment
- Cannot *require* comments to be submitted in advance of meeting, but may still *allow* advance submission
- Must accept comments in real time



10



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