

Coast Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2310 Regular Meetings of the Board

References:

Education Code Section 72000(d);
Government Code Sections 54952.2, 54953 et seq., and 54961
BP 2315 Closed Sessions

Regular Meetings of the Board of Trustees will be set annually by Resolution and be held on the first and third Wednesday of each month, except for January, June, July, and December, which will be monthly. In the months of January, June, and July, the Regular Meetings shall be held on the third Wednesday. In December, the Board will hold one Regular Meeting on the second Friday of the month, unless otherwise required by law. If a holiday occurs on one of the Wednesdays when a Regular Meeting would normally have been held, and if the Regular Meeting is to be rescheduled, the Regular Meeting will be held either on the preceding Tuesday or the following Thursday.

Regular Meetings shall commence at 5:00 p.m. when a Closed Session is not scheduled. Regular Meetings with a Closed Session will commence at 4:00 p.m. for the Closed Session, with the open portion of the Meeting reconvening at 5:00 p.m. The Board conducts Study Session Regular Meetings in March, August, and October. The March Study Session is devoted primarily to budget matters, and the August and October Study Sessions are open for topics which will be established by the Board. The Board also may consider a date for an Annual Retreat Meeting and for staff recognition activities.

A notice identifying the location, date, and time of each Regular Meeting of the Board shall be posted annually. All Regular Meetings of the Board shall be held within the boundaries of the District except in cases where the Board is meeting with another local agency, is meeting with its attorney to discuss pending litigation if the attorney's office is outside the District, or as otherwise permitted by the law.

The Open Session of all Regular Meetings of the Board will be live streamed. The link to access the live stream will be listed on the agenda for Regular Meetings of the Board. The live stream allows only for viewing of the meetings. No interaction with the public takes place through the live stream.

The President of the Board will preside at all meetings. In the absence of the President, the Vice President or other Board Member as designee shall preside. The Board shall use Sturgis Rules of Order to conduct meetings, unless otherwise determined by the Board. A minimum of three trustees shall constitute a quorum for the transaction of all business, and a quorum shall be necessary to take action on any motion unless otherwise provided by law. All Open Session votes of the Board shall be public.

The Open Session of all Regular Meetings of the Board shall be open to the public, be accessible to persons with disabilities, and otherwise comply with Brown Act provisions, except as required or permitted by law.

Adopted November 6, 2013
Revised February 15, 2017
Revised October 2, 2019
Revised November 15, 2023
Revised September 18, 2024
Revised December 11, 2024