



Chapter 2—The District and Board of Trustees

AP 2360 - Minutes

Reference: Education Code Section 72121(a)

Minutes shall be kept of all public meetings of the Board, and shall be maintained in a suitable journal of proceedings. Such minutes shall record every official account of the Board and shall be kept in sufficient detail to show compliance with the law. The minutes shall record the late arrival of Board Members. The minutes shall also contain the names of those who make a motion, second the motion, and the vote unless unanimous. A member voting against a proposition may state her or his reasons and may have them recorded in the minutes if requested at the time of voting. The minutes shall be a part of the public records of the Board of Trustees and shall be available for public inspection.

Revised: 12/01/2006

Adopted: 7/21/2004