

MINUTES
SPECIAL MEETING OF THE BOARD OF EDUCATION
MT. DIABLO UNIFIED SCHOOL DISTRICT
Monday, April 20, 2015 (3:30 p.m.)

Board Members: Cheryl Hansen, Debra Mason, Barbara Oaks, and Linda Mayo

Administrative Staff: Superintendent Nellie Meyer, Associate General Counsel Deborah Cooksey

CALL TO ORDER

President Hansen called the meeting to order at 3:33 p.m. and conducted Roll Call with all Board members present except Mr. Lawrence.

President Hansen explained that the intent of the study session is to give the Board an opportunity to review the Brown Act with legal consultants.

PUBLIC COMMENT

There was no Public Comment.

BUSINESS/ACTION ITEMS

3.1 Governance Workshop

A Governance Workshop will be conducted in order for all governing Board members and the Superintendent to participate in ongoing updates and review of the Brown Act. Our goal will be to stay informed and current, as well as to reflect upon the specific role and responsibilities of School Board members to ensure effectiveness.

The Governance Meeting will be conducted in two parts:

Part 1: Marilyn Cleveland, attorney with the law firm of Dannis, Wolliver and Kelley, will present an update on the Brown Act. Time has been provided for questions and discussion.

Part 2: The Board, in collaboration with the Superintendent, will participate in discussion and review the following areas:

1. Preparation for meetings
2. Seeking information for agenda items
3. Seeking information from Staff for other issues
4. Responses to Public Comment
5. Speaking as an individual/Board
6. School visitation process

Public Comment:

Kevin King and Sarah Breen voiced their concerns about President Hansen's correspondence regarding Clayton Valley Charter High School.

Marcia Mason questioned whether the law firm Dannis, Wolliver and Kelley has a conflict of interest.

Marilyn Cleveland and William Tunick gave a presentation on the Brown Act and responded to Board member questions.

The Board had a discussion about the following topics:

1. Preparation for meetings
2. Seeking information for agenda items
3. Seeking information from Staff for other issues
4. Responses to Public Comment
5. Speaking as an individual/Board
6. School visitation process

The Board determined that when Board members are seeking information for agenda items or other issues, they should email the primary staff member associated with the question and copy Dr. Meyer. The staff member may reply directly to the Board member and copy Dr. Meyer.

The Board decided that during Board meetings, the discussion order for agenda items which include a staff report will be as follows: Staff Report—Public Comment—Board Questions for Staff—Board Action.

The Board decided that during Board meetings, the discussion order for agenda items which do not include a staff report will be as follows: Public Comment—Board discussion—Board Action.

The Board members discussed the order of Board members making motions, seconds, and discussion. The two options discussed were Board Member Motion—Board Member Second—Board Discussion vs. Board Discussion—Board Member Motion—Board Member Second. A decision was not made; this process will be discussed at a future meeting.

The Board members discussed responding to questions from members of the public before and after the Board has voted on an item.

The Board members and Dr. Meyer discussed the protocol for the School Visitation Process. Dr. Meyer noted that school principals do appreciate 24 hours' notice before a visit, and that she would like to be aware of the visit and any feedback that the Board member has following the visit.

ADJOURNMENT

The meeting adjourned at 5:40 p.m.

Respectfully submitted,

Nellie Meyer, Ed.D.
Superintendent