



**DATE:** December 15, 2021  
**TO:** Board of Education  
**FROM:** Mrs. Carmen Ghysels, Superintendent Chief Learning Officer  
**SUBJECT:** Organizational Meeting for Board  
**PRESENTED BY:** Mrs. Carmen Ghysels, Superintendent Chief Learning Officer

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**ACTION REQUESTED**

Conduct Organizational Meeting - Election of Board Officers for the 2022 Calendar Year

**BACKGROUND INFORMATION**

School District Boards are required by law to conduct an organizational meeting on a specified date in December. This date was approved at the November 17, 2021, board meeting. Officers to be elected are president and clerk. Board Policy requires that the Superintendent Chief Learning Officer be appointed Secretary. The 15-day window period established by statute to hold the annual organizational meeting begins on Friday, December 10, 2021, and runs through Saturday, December 24, 2021. The "Registry of Public Agencies" filing is a requirement of Government Code section 53051, to be completed and filed with the Secretary of State within ten days after any change in the board roster or board officers.

**RESOURCES REQUIRED:** N/A

**PREPARED BY:** Lupita Vazquez, Executive Assistant

Attachments: Annual Organizational Meeting Ed Code, Sections 35143 & 5017 and Registry of Public Agencies – SF-405