

The Board of Trustees recognizes that electronic communication is an efficient and convenient way for Board members to communicate and expedite the exchange of information with each other, district staff, and members of the public. Board members shall exercise caution to ensure compliance with the Brown Act, the Public Records Act, and other applicable laws.

A majority of the Board shall not, outside of an authorized meeting, use a series of electronic communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

Examples of permissible electronic communications concerning district business include, but are not limited to, dissemination of Board meeting agendas and agenda packets, reports of activities from the Superintendent, and reminders regarding meeting times, dates, and places.

Board members may engage in separate conversations or communications with members of the public on a social media platform to answer questions, provide information, or solicit information regarding a matter that is within the subject matter jurisdiction of the Board as long as a majority of the Board does not use the platform to discuss among themselves any business of a specific nature that is within the subject matter jurisdiction of the Board. Additionally, Board members are prohibited from using digital icons, such as "likes" or "emojis," that express reactions to communications made by other Board members regarding matters within the subject matter jurisdiction of the Board. (Government Code 54952.2)

Board members shall make every effort to ensure that their electronic communications conform to Board Bylaw 10010 (9010) - Public Statements and shall forward any complaints or requests for information to the Superintendent in accordance with applicable Board bylaws.

To the extent possible, electronic communications regarding any district-related business shall be transmitted through a district-provided device or account. When any such communication is transmitted through a Board member's personal device or account, the Board member shall copy the communication to a district electronic storage device for easy retrieval.

This Bylaw does not apply to Board member electronic communications not related to district business or not conducted by a Board member in the Board member's official capacity.

## References

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

## EDUCATION CODE

35140 Time and place of meetings  
35145 Public meetings  
35145.5 Agenda; public participation and regulations  
35147 Open meeting laws exceptions

## GOVERNMENT CODE

11135 Prohibition of discrimination  
54950-54963 The Ralph M. Brown Act  
54952.2 Meeting; defined  
54953 Meetings to be open and public; attendance  
54954.2 Agenda posting requirements; board actions  
7920.000-7930.215 California Public Records Act

## DECISIONS

Lindke v. Freed (2024) 601 U.S. 187  
City of San Jose v. Superior Court (2017) 2 Cal.5th 608

## PUBLICATIONS

Attorney General Publication The Brown Act: Open Meetings for Legislative Bodies, rev. 2003  
CSBA Publication Legal Alert: Tips for Governing Boards in Response to Public Records Act  
Ruling on Electronic Communications, March 2017  
CSBA Publication The Brown Act: School Boards and Open Meeting Laws, rev. 2023

## WEBSITES

CSBA District and County Office of Education Legal Services  
CSBA, GAMUT Meetings  
California Attorney General's Office  
CSBA

Board of Trustees  
Board Approved: October 16, 2025  
S