

BOARD BYLAW

Placentia-Yorba Linda Unified School District

Bylaws of the Board

9124 - BB

CLERK OF THE BOARD

The Governing Board shall elect a clerk from its own membership at the annual organizational meeting. (Education Code 35143)

The duties of the clerk shall be to:

1. Certify or attest to actions taken by the Board when required
2. Maintain such other records or reports as required by law
3. Sign documents on behalf of the district as directed by the Board
4. Serve as presiding officer in the absence of the president and vice president
5. Perform any other duties assigned by the Board

LEGAL REFERENCE:

Education Code Section 935143 Annual organizational meeting

Government Code 54950-54963 Ralph M. Brown Act

Bylaw adopted: 8/4/75

Bylaw revised: 11/10/92

Bylaw revised: 9/9/2014

Bylaw revised: 11/15/22