

Bylaws of the Orinda Union School District Parcel Tax Independent Citizens' Oversight Committee

SECTION 1. NAME

The name of this Committee shall be the Orinda Union School District Parcel Tax Independent Citizens' Oversight Committee (herein referred to as the "Committee").

SECTION 2. OBJECTIVES AND PURPOSES

The primary objectives and purposes of this Committee shall be to ensure that the parcel tax proceeds are spent for their authorized purpose and to report annually to the Orinda Union School District Board of Trustees at a public meeting regarding the expenditure of such funds.

SECTION 3. MEMBERS

This Committee shall have at least five (5) members, as established by the Orinda Union School District Board of Trustees (herein referred to as the "Board of Trustees"). All members shall be voting members. The members shall annually elect a Chairperson. The Superintendent and/or designee shall serve on the Committee as ex officio members.

SECTION 4. POWERS

The committee shall have the power to:

- (a) Perform the duties required by these Bylaws;
- (b) Meet at such times and places as required by these Bylaws;
- (c) Review and report on the expenditure of parcel tax proceeds.

SECTION 5. ACTIONS AND REPORTS

The Committee may engage in the following activities:

- (a) Receive and review copies of the annual district budget as related to the parcel tax;
- (b) Annually provide a report to the Orinda Union School District Board of Trustees.

SECTION 6. TERMS OF OFFICE; STAGGERED TERMS

Committee members shall be divided into two group (one group of two members and one group of three members) thereby creating staggered terms. Each member of the Committee shall hold office for four years. Each Committee member, including a Committee member selected to fill a vacancy, shall serve until the expiration of the term for which he or she was selected. At the discretion of the Board of Trustees, a Committee member may serve more than one term. The Orinda Union School District Board of Trustees shall be notified of any vacancy and shall have the sole power to fill all vacancies.

SECTION 7. COMPLIANCE WITH BROWN ACT

All meetings shall comply with Government Code Section 54950 et seq. (the "Brown Act"). Any meeting, regular or special, may be held by telephone conference, video screen communication, or communications equipment, so long as all members participating in such meeting can hear one another, public participation is afforded, and the meeting meets all applicable requirements of the Brown Act.

SECTION 8. REGULAR MEETINGS

The Committee shall meet twice annually during normal business hours.

SECTION 9. SPECIAL MEETINGS

Special meetings of the Committee may be called by a majority of the members and called pursuant to Brown Act requirements.

SECTION 10. QUORUM FOR MEETINGS

A quorum shall consist of a majority of the members.

SECTION 11. MAJORITY ACTION AS COMMITTEE ACTION

Every act or decision done or made by a majority of the members present at a meeting duly held at which a quorum is present is the act of the Committee. Meetings may be adjourned when a quorum is not present.

SECTION 12. CONDUCT OF MEETINGS

Meetings of the Committee shall be presided over by the Chairperson or, in his or her absence, by a temporary Chairperson chosen by a majority of the members present at the meeting.

The Committee shall follow Roberts Rules of order in conducting its business.

SECTION 13. VACANCIES

Vacancies on the Committee shall exist upon the resignation, relocation out of the OUSD district, or upon excessive unexcused absences of any member.

Any member may resign effective upon giving written notice to the Chairperson, unless the notice specifies a later time for the effectiveness of such resignations.

Vacancies on the Committee may only be filled by the Orinda Union School District Board of Trustees.

SECTION 14. DUTIES OF THE CHAIRPERSON OF THE COMMITTEE

The Chairperson shall assume all duties normally associated with that office. The Chairperson shall conduct the meetings of the Committee. The Chairperson shall, when present, preside at all meetings.

The Orinda Union School District Board of Trustees shall appoint the first Chairperson of the Committee. The Board of Trustees shall appoint a Chairperson familiar with the Orinda parcel tax. After this, the Committee shall select the Chairperson by voting.

SECTION 15. AMENDMENT OF BYLAWS

Subject to any provision of applicable law, these Bylaws, or any of them, may be altered, amended or repealed, and new Bylaws adopted by approval of the Orinda Union School District Board of Trustees.

CERTIFICATE

This is to certify that the foregoing is a true and correct copy of the Bylaws of the Committee named in the title thereto, and that such Bylaws were duly adopted by the Orinda Union School District Board of Trustees on the date set forth below.

Dated: December 12, 2011

Amended: September 8, 2014

Amended: May 9, 2016



Dr. Carolyn Seaton, Secretary
Orinda Union School District
Board of Trustees