

**BYLAWS OF THE  
EL DORADO UNION HIGH SCHOOL DISTRICT  
MEASURE Q CITIZENS' OVERSIGHT COMMITTEE**

**Article 1 – Definitions**

The following terms capitalized in these Bylaws shall have the meaning specified in this article unless the context requires otherwise.

**Committee** means the El Dorado Union High School District Measure Q Citizens' Oversight Committee.

**District** means the El Dorado Union High School District.

**Governing Board** means the governing board of the District.

**Member** means a member of the Committee.

**Article 2 – Purpose and Activities**

Section 2.1 **Purpose.** The purpose of the Committee shall be to inform the public concerning the expenditure of Measure Q bond proceeds.

Section 2.2 **Activities.** The Committee shall actively review and report on the expenditures of the bond proceeds for construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities, and not for any other purpose, including teacher and administrator salaries and other school operating expenses, and shall advise the public as to the District's compliance with those requirements.

Section 2.3 **Reports.** The Committee shall issue a report on the results of its activities once a year. Prior to releasing its report to the public, the Committee shall deliver it to the Governing Board for its review and comment.

Section 2.4 **Publication of Information.** The Committee shall make available the minutes of its proceedings, all documents it receives, and all reports it issues on an Internet website maintained by the District.

**Article 3 – Members**

Section 3.1 **Number, Appointment, and Removal.** The Committee shall have seven (7) members. The Governing Board shall appoint all Members and may remove any Member who fails to attend three (3) consecutive meetings.

Section 3.2 **Term of Service.** The Term of Service for a Member shall be two years. No Member shall serve more than two consecutive terms.

Section 3.3 **Vacancies.** Vacancies on the Committee shall exist on the death or resignation of any Member and upon the removal of a Member by the Governing Board for failure to attend meetings. Any Member may resign effective upon giving written notice to the Chair or the Secretary, unless the notice specifies a later time for the effectiveness of such resignation. The Governing Board shall fill any vacancies on the Committee.

Section 3.4 **Compensation.** Members shall not receive any compensation for serving as such.

#### **Article 4 – Meetings of the Committee**

Section 4.1 **Notice of Meetings.** All meetings of the Committee shall be called, noticed, and held in accordance with the Ralph M. Brown Act, which is California Government Code Sections 54950 *et seq.*, as amended from time to time.

Section 4.2 **Quorum.** A majority of the Members shall constitute a quorum for the transaction of business, except that less than a quorum may adjourn meetings from time to time.

Section 4.3 **Transactions of the Committee.** All Members shall be voting members. Every act or decision done or made by the majority of the Members present at a meeting duly held at which a quorum is present is the act of the Committee.

Section 4.4 **Conduct of Meetings.** The Chair shall preside at meetings of the Committee and, in the Chair's absence, the Vice Chair shall preside. The Secretary or, in the Secretary's absence, any person appointed by the presiding officer, shall act a secretary of the Committee.

Section 4.5 **Minutes.** The Secretary shall cause minutes of all meetings of the Committee to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Member and to the Governing Board.

Section 4.6 **Frequency of Meetings.** The Committee shall meet a minimum of once per year.

#### **Article 5 – Officers**

Section 5.1 **Titles of Officers.** The officers of the Committee shall be a Chair, a Vice Chair, and a Secretary.

**Section 5.2 Election and Qualifications of Officers.** The officers of the Committee shall be elected by the Members at the first meeting of the Committee and, thereafter, at the first meeting in each calendar year, by a vote of the majority of the Members present. All officers must be chosen from the Members.

**Section 5.3 Terms of Offices.** An officer shall hold office until his or her successor shall have been elected.

**Section 5.4 Removal of Officers.** Notwithstanding any other provision of these Bylaws to the contrary, the officers of the Committee shall serve at the pleasure of the Committee. Any officer may be removed with or without cause by the Committee at any regular or special meeting.

**Section 5.5 Resignation of Officers.** Any officer may resign at any time by giving written notice to the Committee. The resignation shall take effect as of the date the notice is received or at any time later specified in the notice and, unless otherwise specified in the notice, the resignation need not be accepted to be effective.

**Section 5.6 Vacancies in Office.** A vacancy in any office because of death, resignation, or removal shall be filled by the Committee at its next succeeding meeting.

**Section 5.7 Duties of Officers.**

**5.7.1 Chair.** The Chair shall, subject to the control of the Committee, generally supervise, direct, and control the activities of the Committee. The Chair shall, in consultation with District staff, establish an agenda for each meeting. The Chair shall preside at all meetings of the Committees.

**5.7.2 Vice Chair.** In the absence or disability of the Chair, the Vice Chair shall perform all of the duties of the Chair and, when so acting, shall have all the powers of, and be subject to all the restrictions upon the Chair.

**5.7.3 Secretary.** The Secretary shall keep, or cause to be kept, a book of minutes of all meetings of the Committee. The Secretary shall give, or cause to be given, notice of all meetings of the Committee.

**Article 6 – Amendment of Bylaws**

The Governing Board may amend these Bylaws from time to time. The Committee may recommend amendments to be made by the governing Board.