



# Evergreen School District

*From strong roots grow bright futures*

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## Virtual Board Meeting Protocols for Board of Trustees

Paragraph 11 of Executive Order N-25-20 (March 12, 2020) is withdrawn and superseded by the following text:

Notwithstanding any other provision of state or local law (including, but not limited to, the Bagley-Keene Act or the Brown Act), and subject to the notice and accessibility requirements set forth below, a local legislative body or state body is authorized to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body or state body. All requirements in both the Bagley-Keene Act and the Brown Act expressly or impliedly requiring the physical presence of members, the clerk or other personnel of the body, or of the public as a condition of participation in or quorum for a public meeting are hereby waived.

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Virtual meetings will be held via Zoom. Please note that the screen you see on the Zoom screen will be visible to the public, with the exception of Closed Session. In addition...

- **Tech Support** (Sam or Johanna) will MUTE all microphones with the exception of the Board President and Superintendent (Secretary Ex-Oficio) prior to entering the meeting, and will keep them muted throughout the meeting unless Board members raises their hand and during voting. If a Board member would like to speak, they raise their hand, the icon is located at the bottom of your screen. As soon as the Board President acknowledges a Board member's intention to speak, he/she will be unmuted, thus enhancing meeting etiquette and avoiding random interruptions.
- **JOIN the meeting** at least fifteen (15) minutes prior to the start time to assure all attendees are accounted for.
- **RECORDING** - Regular Open Session will be recorded.
- **VOTING** - All votes will be taken by roll call. Board members microphone will be UNMUTED and must be HEARD when taking a vote.
- **PUBLIC COMMENTS** - Members of the public may RAISE THEIR HAND if they would like to address the Board of Trustees on a particular agenda item or during Matters from the Public. The Board President will announce to notify the person who'll be addressing the Board. ***If participating via telephone, the telephone number shall be announced, please state your name and affiliation once your telephone number is announced.*** Public comments are limited to 3 minutes per speaker, and at the discretion of the Board President.

District Office  
3188 Quimby Road  
San Jose, CA 95148  
Phone: 408-270-6800  
Fax: 408-274-3894  
www.eesd.org

Superintendent:  
Board of Trustees:

Dr. Emy Flores  
Leila Welch  
Jim Zito  
Chris Corpus  
Marisa Hanson  
Bonnie Mace



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- **BOARD MEMBERS COMMENTS** - If a Board member would like to speak, they may raise their hand. Once he/she is recognized by the Board President, their microphone will be unmuted.
- **REPORTS / ENCLOSURES** will be projected and screen will be shared via Zoom. The public may view as long as they are logged in on a computer or mobile screen. Board enclosures and documents needed for the board meetings are also available through BoardDocs - <https://go.boarddocs.com/ca/eesd/Board.nsf/Public>
- **DISCONNECTION** - If a Board Member gets disconnected and cannot regain connection to the meeting, as long as there are three Board members present, there is a quorum and the meeting may continue. Under Robert's Rules - adopted pursuant to Policy 203 - the presence of a quorum is presumed once it has been established at the beginning of a meeting. Thus, the Board may continue to conduct business until someone notes the lack of a quorum via a point of order, or the Board President notices that a quorum is no longer present. If a quorum is lacking, the Board may take a short recess until a quorum is regained, or the Board may take official action to set a time for a recessed meeting.

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