

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting) Hybrid**  
**Santiago Canyon College**  
**8045 E. Chapman Ave.**  
**Orange, California**

**Monday, April 27, 2026**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The hybrid meeting was called to order at 5:33 p.m. by Mr. Phillip Yarbrough. Other members present were: Mr. David Crockett, Mr. John Hanna, Mr. Zeke Hernandez, Ms. Daisy Tong and Student Trustee Cecilia Lorenzo. Dr. Tina Arias Miller and Ms. Cecilia Iglesias arrived at the noted time.

Administrators present during the regular meeting were Ms. Iris Ingram, Dr. Annebelle Nery, Ms. Kristin Olson, and Mr. Enrique Perez. Ms. Maria Vicencio was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Phillip Yarbrough, RSCCD Trustee.

**2.0 PUBLIC SESSION**

2.1 Reports from Student Presidents

Ms. Kayla Lopez, ASG Student President, Santiago Canyon College, provided a report.

Dr. Arias Miller arrived at this time.

2.2 Approval of Additions or Corrections to Agenda

There were no additions or corrections to the agenda.

### 2.3 Public Comment

Ms. Madeline Grant spoke regarding FARSCCD. Ms. Lakyshia Perez, Mr. Geoffrey Frost, Mr. Tyler Rodriguez, Mr. Adam McManamy, Mr. Eric Mejia, Mr. Steven Stenersen, and Mr. Jake Ryan Vallejos spoke regarding SCC's Veterans Center. Ms. Kimberly Johnson spoke regarding budget concerns for SCC's SIET program. Ms. Valerie Lopez spoke regarding the limited availability of in-person classes at SCC. Ms. Esther Meade, Ms. Tania Lopez, Ms. Jessica Ochoa, Ms. Julissa Martinez Sandoval, Ms. Carmen Martinez, Ms. Daisha Hampton, Ms. Yolanda Moran, Mr. Cody Cook, Mr. Yousef Shehab, Mr. Edgar Trujillo, Mr. Charlie Nguyen, Mr. Ivan Jacome and Mr. George Parker spoke regarding SCC's Student Support Programs.

Ms. Iglesias arrived at this time.

### 2.4 Approval of Minutes – Regular Board Meeting of April 13, 2026

It was moved by Mr. Crockett and seconded by Mr. Hernandez to approve the April 13, 2026 minutes and include all written public comments submitted to the Board of Trustees. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Iglesias, Ms. Tong and Mr. Yarbrough. Student Trustee Lorenzo's advisory vote was aye.

### 2.5 Approval of Consent Calendar

It was moved by Mr. Crockett and seconded by Dr. Arias Miller to approve the recommended action on the following items in the Consent Calendar with the exception of Items: **9.9** (Approval of Engagement of Independent Investigator Regarding Chancellor Complaint Against the Board President), **9.10** (Approval of Appointment of Independent Legal Counsel for Board President Regarding Chancellor Complaint), **9.11**(Approval of Appointment of Independent Legal Counsel for Board Regarding Chancellor Complaint Against Board President and Related Governance Matters), pulled by Mr. Crockett. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Iglesias, Ms. Tong and Mr. Yarbrough. Student Trustee Lorenzo's advisory vote was aye.

### 7.1 Confirmation of Santa Ana College Associate Degrees and Certificates Awarded in Fall 2025

The board approved to confirm the list of recipients of Santa Ana College Associate Degrees and Certificates awarded in Fall 2025, as presented.

2.5 Approval of Consent Calendar (cont.)

- 7.2 Approval of Proposed Revisions for the 2027-2028, 2026-2027 Santa Ana College Catalogs, and/or 2025-2026 Santa Ana College Catalog Addendum  
The board approved the proposed revisions for the 2027-2028, 2026-2027 Santa Ana College Catalogs, and/or 2025-2026 Santa Ana College Catalog addendum, as presented.
- 7.3 Approval of Affiliation Agreement between RSCCD on behalf of Santa Ana College and The Boys and Girls Clubs of Garden Grove, Inc.  
The board approved the affiliation agreement between RSCCD on behalf of Santa Ana College and The Boys and Girls Club of Garden Grove, Inc., located in Garden Grove, California, as presented.
- 7.4 Approval of Educational Affiliation Agreement between RSCCD on behalf of Santa Ana College and Placentia-Yorba Linda Unified School District  
The board approved the educational affiliation agreement between RSCCD on behalf of Santa Ana College and Placentia-Yorba Linda Unified School District, located in Placentia, California, as presented.
- 7.5 Approval of Amendment to Order Form between RSCCD on behalf of Santa Ana College and Rev.com, Inc.  
The board approved the amendment to order form between RSCCD on behalf of Santa Ana College and Rev.com, Inc., located in Austin, Texas, as presented.
- 7.6 Approval of Educational Services Agreement between RSCCD on behalf of Santa Ana College and Sierra Madre Fire Department  
The board approved the educational services agreement between RSCCD on behalf of Santa Ana College and Sierra Madre Fire Department, located in Sierra Madre, California, as presented.
- 7.7 Confirmation of Santiago Canyon College Associate Degrees and Certificates Awarded in Fall 2025  
The board approved to confirm Santiago Canyon College Associate Degrees and Certificates awarded in Fall 2025, as presented.
- 7.8 Approval of Memorandum of Understanding between RSCCD on behalf of Santiago Canyon College and Orange Unified School District  
The board approved the memorandum of understanding between RSCCD on behalf of Santiago Canyon College and Orange Unified School District located in Orange, California, as presented.

2.5 Approval of Consent Calendar (cont.)

7.9 Approval of Facilities Agreement between Rancho Santiago Community College District on behalf of Santiago Canyon College and Orange Unified School District

The board approved the facilities agreement between Rancho Santiago Community College District on behalf of Santiago Canyon College and Orange Unified School District located in Orange, California, as presented.

7.10 Approval of Memorandum of Understanding between United States Veterans Initiative (U.S VETS) and Rancho Santiago Community College District on behalf of Santiago Canyon College, Veterans Resource Center

The board approved the memorandum of understanding between Rancho Santiago Community College District on behalf of Santiago Canyon College and The United States Veterans Initiative (U.S. VETS) of Los Angeles, California as presented.

7.11 Approval of the Whittier College Summer Conference Agreement between Rancho Santiago Community College District on behalf of Santiago Canyon College and Whittier College

The board approved the Whittier College Summer Conference agreement between Rancho Santiago Community College District, on behalf of Santiago Canyon College, and Whittier College, located in Whittier, California, as presented.

7.12 Approval of Purchase Agreement between Rancho Santiago Community College District on behalf of Santiago Canyon College and ProcessMaker, Inc.

The board approved the purchase agreement between Rancho Santiago Community College District on behalf of Santiago Canyon College and ProcessMaker, Inc., located in Durham, North Carolina, as presented.

7.13 Approval of Professional Services Agreement between RSCCD on behalf of Santiago Canyon College and Orange County Sheriff's Department

The board approved the professional services agreement between RSCCD on behalf of Santiago Canyon College and Orange County Sheriff's Department located in Orange, California, as presented.

8.1 Approval of Payment of Bills

The board approved the payment of bills as submitted.

8.2 Approval of Budget Transfers, Budget Increases and Decreases

The board approved the budget transfers, budget increases and decreases as presented.

8.3 Approval of Purchase Orders

The board approved the purchase order listing, supplement, and PO change order listing as submitted.

2.5 Approval of Consent Calendar (cont.)

- 8.4 Approval of Renewal of Agreement with Knightscope, Inc.  
The board approved the renewal of agreement with Knightscope, Inc.
- 8.5 Approval of Agreement with Defensive Training OC  
The board approved the agreement with Defensive Training OC as presented.
- 8.6 Ratification of Change Order #1 for Golden Gate Construction, for Bid#1456 Campus Entrance Improvements Phase 1 Project at Santa Ana College  
The board approved to ratify change order #1 Golden Gate Construction, for bid#1456 campus entrance improvements phase 1 project at Santa Ana College as presented.
- 8.7 Acceptance of Completion of Bid #1456 Campus Entrance Improvements at Santa Ana College and Approve Recording a Notice of Completion as presented  
The board accepted the completion of bid #1456 campus entrance improvements at Santa Ana College and approve recording a notice of completion as presented.
- 8.8 Approval of California Environmental Quality Act (CEQA) Addendum to the Initial Study/Negative Declaration (IS/ND) for the Orange Education Center Portable Project at Santiago Canyon College  
The board approved the Initial Study/Negative Declaration Addendum – California Environmental Quality Act for the Orange Education Center portable project at Santiago Canyon College as presented.
- 8.9 Update on Santiago Canyon College Orange Education Center Portables Project and Contracts related to Emergency Resolution 26-05 and Resolution 26-02  
The board approved the update on the Santiago Canyon College Orange Education Center portables project and contracts related to Emergency Resolution 26-05 and Resolution 26-02 as information.
- 8.10 Approval of the Quarterly Financial Status Report (CCFS-311Q) for period ended March 31, 2026  
The board approved the CCFS-311Q for the quarter ended March 31, 2026 as presented.
- 8.11 Quarterly Investment Report as of March 31, 2026  
The board approved the Quarterly Investment report as of March 31, 2026 as information.

2.5 Approval of Consent Calendar (cont.)

9.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorization was given to the Vice Chancellor, Business Services or her designee to sign and enter into related contractual agreements on behalf of the district for the following:

- California State Preschool Program (CSPP) – Cost of Care Plus Rate Payment (SB 151)	\$	351,408.00
- Credit for Prior Learning	\$	100,000.00
- Quality Start OC – California State Preschool Program (CSPP) Quality Rating and Improvement System (QRIS) Block Grant	\$	51,500.00
- Student Support Block Grant	\$	1,616,791.00

9.2 Approval of Purchase Agreement between Rancho Santiago Community College District (RSCCD) and Tiger Woods Foundation Inc. (TGR Foundation)

The board approved the purchase agreement between RSCCD and Tiger Woods Foundation Inc. (TGR Foundation), as presented.

9.3 Approval of Third Amendment to Professional Services Agreement with Cassidy & Associates, Inc. for Bipartisan Federal Government Affairs

The board approved the third amendment to the professional services agreement with Cassidy & Associates, Inc. for bipartisan federal government affairs, as presented.

9.4 Approval of Superseding Agreement with Maxient, LLC.

The board approved the superseding agreement with Maxient, LLC., as presented.

9.5 Approval of Privileges for Student Trustee

The board approved the privileges for the Student Trustee as presented.

9.6 Approval of Authorization for Board Travel/Conferences

The board approved to authorize board travel/conferences as presented.

9.7 Approval of Board Legislative Committee Recommendations

The board approved the Board Legislative Committee and Administration's recommendations of legislative bills as presented.

9.8 Resolution No. 26-09 Support of Southern California Veterans Cemetery by the Rancho Santiago Community College District

The board approved Resolution No. 26-09 Support of Southern California Veterans Cemetery by the Rancho Santiago Community College District as presented.

2.5 Approval of Consent Calendar (cont.)

10.1 Human Resources Docket - Academic

The board approved the Human Resources Docket – Academic as presented.

10.2 Human Resources Docket - Classified

The board approved the Human Resources Docket - Classified as presented.

It was moved by Mr. Hanna and seconded by Ms. Tong to suspend the rules and consider Items 3.3 (SCC Program Overview - Apprenticeship Pathways) after Item 2.5 (Approval of Consent Calendar). The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Ms. Iglesias, Ms. Tong, and Mr. Yarbrough. Student Trustee Alcaraz’s advisory vote was aye.

**3.0 SANTIAGO CANYON COLLEGE RECOGNITIONS AND PRESENTATIONS**

3.3 SCC Program Overview - Apprenticeship Pathways

Ms. Elizabeth Arteaga, Dean, Apprenticeships Programs, Allison Maricic, Apprenticeship Counselor Coordinator, and Ms. Sarah Shawesh, Faculty Apprenticeship Coordinator, provided a presentation to the board on SCC’s Apprenticeship programs. Board members received clarification on data related to the presentation.

There was also a brief presentation on SCC’s Rising Scholars Program presented by Mr. Albert Alvano, Counselor.

3.2 Student Recognition- Santa Ana College

Trustees recognized SAC student Mr. Abraham Jacobo for his academic achievements.

3.1 Recognition of Tenure Faculty - Santiago Canyon College

Trustees recognized those faculty members who have earned tenure with the Rancho Santiago Community College District.

- Albert Alvano – Counseling (Continuing Education)
- Erin Fletcher – Library (Institutional Effectiveness, Library and Learning Support Services)

#### **4.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

##### **4.1 Santiago Canyon College Budget Update**

Mr. Marvin Martinez, Chancellor and SCC staff provided a brief update to the board regarding the state of SCC's budget.

##### **4.2 Reports from Chancellor**

Mr. Marvin Martinez, Chancellor, provided a report to the board.

##### **4.3 Reports from Academic Senate Presidents**

The following academic senate representatives provided a report to the board:

Ms. Claire Coyne, Academic Senate President, Santa Ana College

Ms. Tara Kubicka - Miller, Academic Senate President, Santiago Canyon College

##### **4.4 Report from College President – Santa Ana College**

The following college representatives provided a report to the board:

Mr. Enrique Perez, Acting President, Santiago Canyon College

Dr. Annebelle Nery, President, Santa Ana College

##### **4.5 Board President and Board Member Comments**

Mr. Crockett expressed his enjoyment being at SCC and hearing from students.

Ms. Tong thanked the staff at SCC for hosting the board meeting and also thanked all the students who spoke during the meeting.

Ms. Iglesias thanked the staff at SCC for hosting the board meeting and also thanked all the students who spoke during the meeting.

Ms. Iglesias thanked staff for answering her questions regarding Apprenticeship programs at SCC.

Mr. Hanna attended the OC Job Fair event hosted at SAC on April 23, 2026.

Mr. Hanna shared he had the opportunity to visit the SAC Nursing Department recently.

Mr. Hanna shared his thoughts regarding SCC's budget concerns and is confident staff will prepare a plan to address the budget issues.

Mr. Hanna attended SCC's Community Science Night on April 24, 2026.

Mr. Hernandez thanked the students who shared their experience and stories at SCC.

Mr. Yarbrough mentioned he reached out to the Board Presidents at Orange Unified SD and Santa Ana USD.

Mr. Yarbrough will be attending the SCC Neon Night on May 14, 2026.

Mr. Yarbrough shared his thoughts regarding a complaint that has been filed against him.

#### 4.6 Reports from Student Trustee

Ms. Lorenzo provided a report to the board.

#### 4.7 Report from Board Facilities Committee Chairperson

Mr. Hernandez provided a report from the April 21, 2026 Board Facilities Committee meeting.

#### 4.8 Report from Board Legislative Committee Chairperson

Mr. Hanna provided a report from the April 22, 2026 Board Legislative Committee meeting.

#### 4.9 Report from Redevelopment Oversight Committee meeting

Mr. Yarbrough provided a report on the most recent Redevelopment Oversight Committee meeting.

### 5.0 **RECESS TO CLOSED SESSION**

The board convened into closed session at 10:04 p.m. to consider the following items:

- 5.1 Public Employment (pursuant to Government Code Section 54957[b][1])
  - a. Full-time Faculty
  - b. Part-time Faculty
  - c. Management Staff
  - d. Classified Staff
  - e. Student Workers

- 5.2 Conference with Legal Counsel – Anticipated Litigation Significant exposure to litigation pursuant to Government Code § 54956.9(d)(2): (1 case)

Facts and circumstances: Written complaint by Chancellor Marvin Martinez alleging discrimination, harassment, and due process violations by Board President Phillip Yarbrough arising from employment and governance-related matters.

- 5.3 Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a]) (1 case)

Nargis Rabbi Rakin v. Rancho Santiago Community College District, OC Superior Court, Case No. 30-2023-01324938

- 5.4 Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)

At this time, Board President Phillip Yarbrough made a motion pursuant to Government Code Section 54957.2 and RSCCD Board Policy 2360, designate Maria Vicencio as the clerk for tonight's closed session on Item 5.2 to attend the closed session and keep a confidential minute book record of the topics discussed and decisions made. The motion was not seconded, and motion failed.

It was then moved by Mr. Hanna and second by Mr. Yarbrough to make a substitute motion and assign Board Clerk David Crockett to keep a confidential minute book record of the topics discussed and decisions made. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Ms. Iglesias, and Mr. Yarbrough. Nay- Ms. Tong.

Student Trustee Cecilia Lorenzo left the meeting at this time.

Mr. Yarbrough left the meeting during Closed Session.

Ms. Iglesias left the meeting at the conclusion of Closed Session.

## **6.0 RECONVENE FROM CLOSED SESSION**

The board reconvened at 12:10 p.m.

### **7.1 Issues discussed in Closed Session**

Mr. Crockett reported that during closed session the board discussed public employment, existing litigation, and labor negotiations with no reportable action.

The board also discussed anticipated litigation significant exposure to litigation and the board directed that the Vice President shall assume responsibility for Board functions related to the Chancellor's claim, including agenda items related to the Chancellor to allow for an independent process to ensure compliance with board policy and applicable law. The board president shall retain all other functions and responsibilities that do not conflict with the Chancellor's claims. The vote was unanimous.

## **7.0 INSTRUCTION**

All items were approved as part of Item 2.5 (Approval of Consent Calendar).

## **8.0 BUSINESS SERVICES**

All items were approved as part of Item 2.5 (Approval of Consent Calendar).

## **9.0 GENERAL**

Items 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7 and 9.8 were approved as part of Item 2.5 (Approval of Consent Calendar).

### **9.9 Approval of Engagement of Independent Investigator Regarding Chancellor Complaint Against the Board President**

It was moved by Mr. Crockett and seconded by Mr. Hanna to postpone and add this item to a future Closed Session board meeting. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez and Ms. Tong.

9.10 Approval of Appointment of Independent Legal Counsel for Board President Regarding Chancellor Complaint

It was moved by Mr. Crockett and seconded by Mr. Hanna to postpone and add this item to a future Closed Session board meeting. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez and Ms. Tong.

9.11 Approval of Appointment of Independent Legal Counsel for Board Regarding Chancellor Complaint Against Board President and Related Governance Matters

It was moved by Mr. Crockett and seconded by Mr. Hanna to postpone and add this item to a future Closed Session board meeting. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez and Ms. Tong.

**10.0 HUMAN RESOURCES**

Items 10.1 and 10.2 were approved as part of Item 2.5 (Approval of Consent Calendar).

10.3 Approval of Purchase Agreement with Oppenheimer Investigations Group, LLP

It was moved by Mr. Crockett and seconded by Ms. Tong to approve the purchase agreement with Oppenheimer Investigations Group, LLP as presented. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez and Ms. Tong.

**11.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on May 11, 2026, at the RSCCD Boardroom. There being no further business, Dr. Arias Miller declared the meeting adjourned at 12:16 a.m.

Respectfully submitted,

---

Marvin Martinez, Chancellor

Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: May 11, 2026

# SPEAKING SCRIPT

## Motion to Designate Closed-Session Clerk

Item 5.2 — Anticipated Litigation | April 27, 2026 Board Meeting

**TIMING:** Make this motion BEFORE the board recesses to closed session on Item 5.2. Confirm the Executive Assistant is present in the room before you begin.

### STEP 1 — OPENING STATEMENT

*[Speak slowly and clearly. This is on the public record.]*

"Before the Board recesses to closed session on Item 5.2, I need to raise two procedural matters that are directly related to the conduct of that session. I will be brief. First, I want to note for the record that I am the named respondent in the chancellor's complaint that forms the basis of Item 5.2. For that reason, I will be recusing myself from the closed session before substantive discussion begins. I intend to be present briefly at the outset only to hear counsel's statement of scope, and then I will formally withdraw. Second, I am raising a motion regarding the minute-keeping for this closed session, which I will now make."

### STEP 2 — MAKE THE MOTION

*[State clearly that you are making a motion. Pause after "so moved" to allow a second.]*

"I move that the Board, pursuant to Government Code Section 54957.2 and RSCCD Board Policy 2360, designate **[Executive Assistant Name]** as the clerk for tonight's closed session on Item 5.2, to attend the closed session and keep a confidential minute book record of the topics discussed and decisions made. I am making this motion for the following reason: Under RSCCD Board Policy 2210, the Chancellor serves as Secretary to the Board. His duties include attending all closed sessions and supervising the preparation of minutes. However, Chancellor Martinez is the complainant in the matter that is the subject of Item 5.2. His role as Secretary — with authority over the minute-keeping for this session — places him in a direct conflict of interest. He cannot neutrally supervise the minutes of a closed session whose sole purpose is to discuss legal strategy arising from his own complaint against me.

Board Policy 2210 itself provides the remedy: the Chancellor may be excused and shall assign a designee. I am asking the Board to formalize that by designating **[Executive Assistant Name]** as the § 54957.2 clerk for this session. So moved."

*[Wait for a second. If no second is offered, note it for the record and move on — the attempt itself is documented.]*

### **STEP 3 — IF COUNSEL CHALLENGES THE MOTION**

*[If Ruben Smith or anyone argues this requires an agenda item, say this:]*

"The designation of a minute-keeper for a specific closed session is a ministerial and procedural act necessary to conduct the noticed Item 5.2. It is not independent board business requiring separate notice under Government Code Section 54954.2. The item being noticed is Item 5.2 — this motion addresses only how that noticed item will be conducted. In the alternative, if the Board determines that a vote is required under Section 54954.2(b)(2), I note that the need for this action arose after the agenda was posted, as the conflict created by the chancellor's dual role as both complainant and Board Secretary became apparent in preparation for tonight's meeting. A two-thirds vote of the members present is sufficient to authorize action on this item under that exception."

### **STEP 4 — CALL THE VOTE**

*[After the second, call the vote in your role as Board President.]*

"All those in favor of the motion to designate **[Executive Assistant Name]** as the closed-session clerk for Item 5.2 pursuant to Government Code Section 54957.2, say aye. [Pause.] Those opposed, say no. [Pause.] The motion **[carries / fails]**. The vote is recorded."

### **STEP 5 — IF THE MOTION FAILS**

*[If the motion fails, say this immediately — calmly, on the record:]*

"The motion fails. I want to note for the record that as a result, the minute-keeping for Item 5.2 will remain under the supervision of Chancellor Martinez, who is the complainant in the matter being discussed. I am preserving this objection as a potential Brown Act compliance issue and as further evidence of the conflict of interest I have documented in my written submissions to this Board. My objection is on the record."

## STEP 6 — YOUR RECUSAL STATEMENT

*[Say this immediately before the board recesses — whether or not the motion passed.]*

"Before we recess, I am formally stating for the record that I am recusing myself from the closed session on Item 5.2. I am the named respondent in the chancellor's complaint that is the subject of this item. I do not have independent legal counsel present tonight, as that request is pending before this Board as Item 9.10. I will enter the closed session briefly for the sole purpose of hearing District Counsel's statement of scope, consistent with Government Code Section 54957.7(a). I will then formally withdraw. Please note in the minutes: (1) that I entered the closed session; (2) the time I entered; and (3) the time I departed."

---

## QUICK LEGAL REFERENCE

**Gov. Code § 54957.2:** Board may designate a clerk to attend closed session and keep a confidential minute book.

**Gov. Code § 54954.2(b)(2):** Two-thirds vote allows action on unagendized item if need arose after agenda was posted.

**Gov. Code § 54957.7(a):** Board must publicly disclose scope before adjourning to closed session.

**RSCCD BP 2210:** Chancellor serves as Secretary; must attend closed sessions or assign a designee.

**RSCCD BP 2360:** Chancellor shall cause minutes to be taken of all board meetings.

**RSCCD BP 2315:** Closed session notes and minutes are confidential unless disclosed by Board action or law.