

BUTTE SCHOOLS SELF-FUNDED PROGRAMS

POLICIES & PROCEDURES MANUAL

Subject: **ELECTION PROCEDURES / NOMINATING COMMITTEE**

Section: **4.2**

The nomination / election of officers and Executive Committee members must conform to the Brown Act.

A Nominating Committee shall be established and comprised of four Executive Committee members as follows (based on the weighted vote calculation for administrative matters per policy 4.5):

- a. 1 representative from a member up to 3.00% in the weighted vote calculation (per policy 4.5)
- b. 1 representative from a member between 3.01% and 10.00% in the weighted vote calculation
- c. 1 representative from a member between 10.01% and 20.00% in the weighted vote calculation
- d. 1 representative from a member district above 20.01% in the weighted vote calculation

The Nominating Committee shall be comprised of two management directors and two labor directors.

In each even-numbered year, the Nominating Committee will meet prior to the final regularly-scheduled board meeting and recommend a slate of officers (President, Vice President, Secretary and Treasurer) for two-year terms.

Annually, the Nominating Committee will meet prior to the final regularly-scheduled board meeting and make a recommendation for District Representatives to the Executive Committee. District Representatives to the Executive Committee serve 1-year terms.

The Nominating Committee will be a standing committee; therefore, an agenda will be posted and minutes prepared for each Nominating Committee meeting held.