

**CHAPTER 2: Administration and General Institution  
BOARD POLICY NO. 2.16 (BP 2610)**

**BOARD POLICY  
San Mateo County Community College District**

**Subject:** BP 2.16 Public Notice of Negotiations  
**Revision Date:** 5/09; Reviewed xx/xx  
**Policy Reference:** Government Code Section 3547

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1. It is the intent of the Board to insure that the members of the public are informed about issues being negotiated under the Educational Employment Relations Act (EERA) and are given full opportunity to express their views thereon before negotiations commence.
2. All initial proposals of exclusive representatives and of the Board which relate to matters within the scope of representation shall be presented at public meetings of the Board and thereafter shall be public records. The initial negotiating proposals shall also be available for public review at the District Office.
  - a. After a reasonable time, but not less than five calendar days following the public availability specified above, the Board, at a public meeting, shall provide the public an opportunity to comment on the initial proposals.
  - b. Following the public hearing specified above, the Board shall, at a public meeting, adopt its initial proposal. No meeting and negotiating shall take place until the procedure described above has been completed in compliance with the law.
3. New topics to be negotiated arising after the presentation of initial proposals shall be made public within 24 hours, by posting this information at the District Office. If any vote is taken by the Board on a new subject of negotiation, the Board shall make the roll call vote available as a matter of public record within 24 hours of the time of the vote.