

Ripon Unified Board Agendas and Minutes

Policies and Procedures Questions and Answers

A number of concerns about access to Ripon Unified School District's Board meeting agendas and minutes were raised in a media report and we felt it was important to address them. We welcome community involvement in our meetings and are committed to transparent, democratic governance of our schools.

What is Ripon USD's policy on posting Board Agendas?

In accordance with the Brown Act, our board publicly posts a clear, concise agenda at least 72 hours before a regular monthly board meeting and can only discuss items that are listed on the posted agenda.

How can agendas and minutes be accessed online?

Agendas and minutes are posted on the district website at www.riponusd.net under About and School Board. The documents, and all related reports presented at meetings are posted using an outside service called Agenda Online provided by the California Schools Board Association service CSBA Agenda Online.

How does the process of posting minutes work?

Minutes are taken during each meeting by a Ripon Unified employee. They are brought to a subsequent board meeting for review and the draft minutes are posted in that meeting's agenda as an attachment through Agenda Online.

Can minutes be altered after they are posted?

In the rare case that items need to be updated through the Agenda Online system, a yellow triangle will automatically appear next to that item on the website. This happens through the Agenda Online system and not something that Ripon USD adds.

Are meetings always held in the Ripon City Hall Meeting Chambers?

The schedule of meeting places and times are set for the year in December and posted on the district website at www.riponusd.net under About and School Board. Regular meetings are usually held at 7:00 p.m. on the second Monday of each month at City Hall Chambers. This year the June 17, 2019 meeting was held at Ripon High School Library because the City Hall chambers were unavailable that day. The exception was listed on the website in the original schedule of meetings that was approved at the December 2018 board meeting, as part of the yearlong calendar of regular meetings for the 2019 year.