

COMMENDATORY BOARD RESOLUTIONS

The Monterey County Board of Education shall, when appropriate, enact commendatory resolutions honoring individuals, organizations or Public agencies who have rendered outstanding service or support, or who have made outstanding achievement, in the field of public education or the cause of education.

When the potential recipient of a resolution is a member of the Superintendent's staff, the Superintendent shall be consulted before the process begins.

If the potential recipient of the proposed resolution is a program or a staff member of a school district, the Superintendent shall extend the courtesy of discussing the proposed resolution with the pertinent administrators of the district involved.

The individual, organization or public agency to be honored will usually be one in the County of Monterey.

The process toward and the enactment of a board commendatory resolution shall be as follows:

1. The board meeting agenda shall have a regular agenda item for discussion/action entitled "Proposals for Commendatory Board Resolutions".
2. A proposed commendatory resolution is informally recommended to the Board by a Board member, County Superintendent of Schools or, via the Superintendent, by a staff member. A general statement or explanation of the reasons for the proposed resolution should accompany the informal recommendation. The potential recipient of the resolution should not be contacted prior to the Board's agreement that the resolution should be drawn up by the Superintendent. If a Board member has recommended the resolution, the Superintendent shall confer with that Board member before the final draft of the resolution.
3. Following the recommendation for a commendatory resolution the Board informally discusses the proposed resolution and, if it expresses a favorable consensus, the Board requests the Superintendent to obtain additional pertinent information for the content of the resolution which is presented in formal language for the Board's approval at a subsequent Board meeting.
4. The recipient of the commendatory resolution is invited to attend the Board meeting at which time the Board will act on the resolution. The resolution,

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signed by all the Board members and suitably framed, is presented to the recipient of the resolution in a ceremonious manner by the Board President.

Adopted: 9/21/88

Reviewed: 1996; 1999; 9/2002

Revised: 1/20/93; 6/15/94