

APPENDIX A-2

PROCEDURES FOR PUBLIC HEARINGS INVOLVING TRUSTEE AREA VOTING PETITIONS IN CITY CHARTER SCHOOL DISTRICTS

Proposed Revised Policies:

The County Committee's policies already contain public hearing guidelines, contained in Appendix A to the Policies document. The new policies below are proposed to be added to the Policies document as Appendix A-2:

A. Pre-Hearing Submission of Written Statements and Materials

No later than 4:00 p.m. fifteen (15) days before the first hearing, all interested persons and entities may submit written statements and supporting materials for the Committee's consideration.

Written statements and supporting materials may be submitted by e-mail to the County Committee secretary. Please include your name, phone number, specific agenda item, and meeting date in your correspondence.

Written submissions shall be limited to 20 pages. There is no page limit for supporting materials (e.g., newspaper articles, relevant reports, and data).

All materials and correspondence received in relation to the petition become part of the administrative record.

B. First Public Hearing on Whether Conversion to Trustee-Areas Furthers the California Voting Rights Act's Purposes

- I. Call to Order
- II. Flag Salute
- III. Introduction of the County Committee by the Chairperson; Responsibilities & Mission
- IV. Hearing on Proposed Reorganization
 - a. Explanation of the Proposal, Evaluation Conditions and Process by the Secretary: no time limit
 - i. Committee Staff Presentation on CVRA's Purposes & Vote Dilution
 - b. Agenda Guidelines Explanation by the Chairperson: no time limit
 - c. Testimony in the following order:
 - i. Chief petitioners (20 min)
 - ii. Representatives of Impacted District (20 min each)
 - iii. Public Comment
 1. Proponents (60 min max; each speaker limited to five minutes maximum; time may be shortened at the discretion of the Chairperson)
 2. Opponents (60 min max; each speaker limited to five minutes maximum; time may be shortened at the discretion of the Chairperson)

- d. Summary and Closing Arguments
 - i. Chief petitioners (5 min)
 - ii. Representatives of Impacted District (5 min each)
- e. Adjournment

C. Second Public Hearing on Proposed Trustee-Area Maps

- I. Call to Order
- II. Flag Salute
- III. Introduction of the County Committee by the Chairperson; Responsibilities & Mission
- IV. Hearing on Proposed Reorganization
 - a. Explanation of the Petition Map, Evaluation Conditions and Process by the Secretary: no time limit
 - i. County Committee Staff Presentation on Petition Map and any Committee-generated Maps
 - b. Agenda Guidelines Explanation by the Chairperson: no time limit
 - c. Testimony in the following order:
 - i. Chief petitioners (20 min)
 - ii. Representatives of Impacted District (20 min each)
 - iii. Public Comment
 - 1. Proponents (60 min max; each speaker limited to five minutes maximum; time may be shortened at the discretion of the Chairperson)
 - 2. Opponents (60 min max; each speaker limited to five minutes maximum; time may be shortened at the discretion of the Chairperson)
 - d. Summary and Closing Arguments
 - i. Chief petitioners (5 min)
 - ii. Representatives of Impacted District (5 min each)
 - e. Adjournment

D. Post-Hearing Submission of Written Statements

No later than 4:00 p.m. fifteen (15) days following the close of the final public hearing, interested persons and entities may submit written statements for the Committee's consideration.

Written statements and supporting materials may be submitted by e-mail to the County Committee secretary. Please include your name, phone number, specific agenda item, and meeting date in your correspondence.

In addition, the petitioners and the impacted district(s) may submit a final statement of no more than ten (10) pages summarizing the written statements and supporting materials submitted and setting forth proposed findings of fact and recommendations.

All materials and correspondence received shall become part of the administrative record.