

**PUBLIC INFORMATION**

The Governing Board is a trustee of the citizens of this District. As such, and in recognition of the part information plays in our democracy, the Governing Board will communicate with the public fully and objectively on District matters of public interest.

To meet the requirements of Sections 54950 et seq. of the Government Code relating to meetings of legislative bodies of local agencies and to uphold the spirit of legislation, the following policies are set forth:

**PART I. MEETINGS OF THE GOVERNING BOARD**

The Governing Board will transact its business in public session except those matters which may legally be discussed in closed session.

At each meeting, written copies of agendas and resolutions are available to the media and other individuals and groups who request them. Reports on business transacted during open meetings will be made to the news media and others who request them. For convenience, the District will make every effort to provide the Governing Board agendas, minutes, policies and procedures on the web site.

**PART II. DISTRICT AND COLLEGE ADMINISTRATIVE INFORMATION**

The District Chancellor, College Presidents or their designees will provide information about the business of the District and colleges with the exceptions described in "Meetings of the Governing Board."

Material specially developed in response to a request by a private individual or group will also be available to the media on request.

The District and colleges will provide the media and others with news releases, and other appropriate forms of coverage, of their operations, programs, people and policies within the limits of the Family Educational Rights and Privacy Act and other legislation pertaining to individual privacy.

**PART III. RELEASE OF INFORMATION**

Consistent with the California Public Records Act, CPRA, the District will extend full cooperation to the media. Basically, this means a full disclosure of policies and openness in matters of public record except where such information is exempt from disclosure under the CPRA.

**PART IV. INSPECTION OF PUBLIC RECORDS OF THE DISTRICT**

Written public records of the District as defined in Government Code Section 6252 shall be available for inspection during the official business hours of the District. Copies will be provided upon written request; a duplication fee covering District costs will be charged.

All written records defined in Government Code Section 6254 shall not be available for inspection or duplication.

**PART V. PUBLIC NOTICE CONCERNING COLLECTIVE BARGAINING**

It is the intent of the Governing Board of the Contra Costa Community College District that the public be fully informed of the issues to be negotiated upon and that the public has full opportunity to express its view on the issues. Therefore, the Governing Board of the Contra Costa Community College District shall comply fully with the requirements of the Government Code Section 3547 regarding presentation of all initial proposals and public hearings thereon, and hereby instructs the Chancellor to develop regulations to implement this policy.

Education Code 72121  
Government Code 3547, 3549.1, 6254, 54950-54962