

RULE AND REGULATION ON ELECTRONIC PARTICIPATION IN SCHOOL BOARD MEETINGS

Board members may attend and participate by electronic means in regular, special session meetings of the Board in accordance with this policy and state law. For purposes of this policy, "electronic means" is defined as attendance via telephone, video, or audio conferencing, or other electronic device.

Board members may attend and participate by electronic means in a regular or special Board meeting only when extenuating circumstances prevent a Board member from physically attending the meeting. For purpose of this policy, examples of extenuating circumstances include a Board member's job, military service, or a family emergency that requires the Board member to be out of the District at the time of the meeting.

A Board member is not obligated to participate electronically in any regular or special meeting. The decision to request to participate electronically is up to the individual board member.

A meeting at which one or more Board members attend and participate by electronic means shall be open to the public, except for periods in which the Board is in executive session. A quorum of the Board shall be physically present at the meeting for a Board member to attend and participate by electronic means.

The electronic means used shall allow the public to hear any comments made by the Board member(s) participating by electronic means and allow the Board member(s) to hear the comments made by the public. A Board member participating by electronic means will be included in the recording of the Board meeting.

A Board member who seeks to attend and participate by electronic means in a regular or special Board meeting shall notify the Board Chair and Superintendent at least five (5) business days prior to a meeting and shall explain the extenuating circumstances that prevent the Board member from physically attending the meeting.

If the request is approved, a Board member who attends and participates in a regular or special Board meeting by electronic means shall identify for the recording the location from which he or she is participating, those present, and the extenuating circumstances that prevented the Board member from physically attending the meeting. If the Board convenes in executive session, the Board member attending and participating by electronic means shall not participate during that portion of the meeting. All Votes taken during the meeting must be taken by roll call vote.

Except in an emergency meeting, the members participating electronically from a remote location will not count towards satisfying the quorum requirement. When, in an emergency, the quorum requirement is satisfied in part by one or more members participating electronically

from a remote location, the facts requiring immediate action before a physical quorum can be gathered shall be included in the minutes of the meeting.

A Board member may attend and participate by electronic means in a maximum of two (2) regular or special Board meetings per school calendar year. Unless otherwise approved by the Board, additional requests to attend and participate by electronic means will be denied.

Legal References:

RSA 91-A2, Meetings Open to the Public

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| First Reading: | September 7, 2016 |
| Second Reading & Approval: | October 5, 2016 |
| First Reading: | June 7, 2017 |
| Second Reading & Approval: | August 23, 2017 |