

Book	Policy Manual
Section	000 Local Board Procedures
Title	Attendance at Meetings Via Electronic Communications
Number	006.1
Status	Active
Adopted	December 13, 2016

Authority

The Board recognizes that factors such as illness, travel, schedule conflicts and weather conditions can make impossible the physical presence of a school director at a Board meeting, and that electronic communications can enable a school director to participate in a meeting from a remote location.

A school director shall be able to attend a Board meeting, and participate in Board deliberations and voting, through electronic communications, but only under extraordinary circumstances. [\[1\]](#)

The Board authorizes the administration to provide the equipment and facilities required to implement this Board procedure.

Guidelines

A Board member who attends a meeting through electronic communications shall be considered present only if the member can hear everything said at the meeting and all those attending the meeting can hear everything said by that member. If the Board President determines either condition is not occurring, s/he shall terminate the Board member's attendance through electronic communications.

A majority of Board members shall be physically present at a Board meeting when a Board member attends through electronic communications.

To attend a Board meeting through electronic communications, a Board member shall comply with the following:

1. Submit such request to the Board President at least one (1) day prior to the meeting.
2. Ensure that the remote location is quiet and free from background noise and interruptions.
3. Participate in the entire Board meeting.

Limitations

No member of the Board shall be permitted to participate in a meeting by means of teleconferencing or videoconferencing more than two (2) times in any twelve-month period.

The Board President, at his/her discretion, may disapprove the request if s/he believes that the school director who made the request could, through reasonable effort, attend the meeting in

person. More specifically, it is the intent of this policy to provide a means for a school director to attend a meeting when the school director is unable to attend. It is not the intent of this policy to permit attendance by teleconferencing or videoconferencing to accommodate the member's preference not to attend a meeting or when it is merely inconvenient for the member to attend in person.

Legal [1. 24 P.S. 407](#)

Last Modified by Policy Personnel on January 25, 2017