## PENN MANOR SCHOOL DISTRICT

## SECTION: LOCAL BOARD PROCEDURES

TITLE: USE OF ELECTRONIC COMMUNICATION EQUIPMENT

ADOPTED: September 13, 2010

REVISED: November 21, 2011

	006.1. USE OF ELECTRONIC COMMUNICATION EQUIPMENT
	Section 1. <u>Purpose</u>
65 Pa. C.S.A. Sec. 701 et seq	The Sunshine Act has been interpreted by the Pennsylvania Supreme Court in <u>Babac</u> <u>vs. Pennsylvania Milk Marketing Board</u> to permit a member of a governing body of a public agency to participate in public meetings, including deliberations and voting on official actions, by use of a telephone conferencing system.
	The Board recognizes that, from time to time, factors such as weather conditions, illness, travel and scheduling difficulties make it difficult for Board members to be physically present at Board meetings. The Board further recognizes that advances in technology have made it possible for individuals to interact with others at remote locations through the use of teleconferencing and videoconferencing. Moreover, the Board recognizes that effective use of videoconferencing and teleconferencing will help promote the technological capabilities of the Penn Manor School District and the use of such technology by students and other persons.
	It is the desire and intention of the Board to adopt a policy which would permit a Board member to participate in Board deliberations and actions by teleconferencing or videoconferencing.
	Section 2. <u>Authority</u>
SC 407	A Board member may attend a Board meeting, and may participate in Board deliberations and actions by teleconferencing or videoconferencing if s/he cannot physically attend the meeting due to extreme circumstances.
	Section 3. <u>Requirements</u>
	A member of the Board who desires to participate in a meeting of the Board by means of teleconferencing or videoconferencing shall notify the Board President not less than six (6) hours in advance of the scheduled time for the meeting in question.

A Board member shall be deemed to be present at the meeting, and shall be entitled to participate in the meeting, only if:
a. Such member is able to hear everything that is said at the meeting by the public and other members of the Board.
b. The public and other Board members are able to hear everything that is said by the member of the Board who is not physically present at the meeting.
In the event it is determined by the Board President that either the member who is present by teleconferencing or videoconferencing cannot be heard by all persons who are physically present at the meeting, or all persons who are physically present at the meeting cannot be heard by the member who is present by teleconferencing or videoconferencing, then the teleconference or videoconference shall be terminated and only those persons who are physically present at the meeting shall be permitted to participate therein.
A majority of Board members shall be physically present at a Board meeting when a Board member attends through electronic communications.
A Board member who is present at a meeting through teleconferencing or videoconferencing shall be permitted to vote only by roll call.
Section 4. <u>Responsibility</u>
The appropriate school district officials are authorized and directed to provide teleconferencing and/or videoconferencing facilities sufficient to implement this policy.
References:
School Code – 24 P.S. Sec. 407