

Electronic Participation in School Board Meetings

Board members may attend and participate by electronic means in regular or special meetings of the Board in accordance with this policy and state law. For purposes of this policy, “electronic means” shall be defined as attendance via telephone, video 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 the Board member from physically attending the meeting. For purposes of this policy, “extenuating circumstances” means the Board member’s job or military service requires the member to be outside of the district at the time of the meeting, the Board member will be out of town for business or personal travel of less than 30 days, the Board member is unable to attend due to medical reasons or when the Board president or, in his or her absence or inability, the vice-president, determines and announces in the notice of the meeting that public health, safety or welfare considerations warrant Board member participation by electronic means.

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 may be established by a sufficient number of members being present at the meeting either physically or by electronic means.

The electronic means used shall allow the public to hear the 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 may vote and will be included in the recording of the Board meeting.

The Board shall also have a procedure in place to ensure that any Board member who attends the meeting by electronic means has real-time access to any materials that are presented and available to members who are physically present at the meeting.

A Board member who seeks to attend and participate by electronic means in a Board meeting shall notify the Board president and superintendent at least three business days prior to the meeting and shall explain the extenuating circumstances that prevent the Board member from physically attending the meeting. If such notification is not possible, the Board member shall notify the Board president and superintendent as soon as is reasonably possible of the request to attend by electronic means. The Board president or, in his or her absence or inability, the Board vice-president, is delegated the authority to consider and approve the request, subject to appeal to the Board members who are in attendance at the meeting in the event attendance by electronic means is denied.

If the request is approved, a Board member who attends and participates by electronic means shall identify 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 ensure confidentiality during that portion of the meeting.

Except for meetings that the Board president or vice-president determines should be held electronically due to public health, safety or welfare considerations as described above, a Board member may attend and participate by electronic means in a maximum of two Board meetings per calendar year. Unless otherwise approved by the Board, additional requests to attend and participate

by electronic means will be denied. In accordance with state law, the Board shall declare a vacancy if a Board member fails to attend three consecutive regular Board meetings, unless the Board member's absence is otherwise excused by the Board.

A Board member's failure to comply with this policy may result in the Board's refusal to allow the member to participate by electronic means in Board meetings.

Adopted: December 19, 2013

Revised: March 23, 2020

LEGAL REFS.: C.R.S. 22-31-129 (*board vacancies*)
 C.R.S. 22-32-108(7)(a) and (b) (*board may adopt policy allowing board members to attend and participate electronically in regular or special board meetings*)
 C.R.S. 24-6-401 *et seq.* (*open meetings law*)

CROSS REF.: BE, School Board Meetings

Pueblo School District No. 60, Pueblo, Colorado

4845-8109-2279, v. 3