

Rutherford County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: School Board Meetings	Descriptor Code: 1.400	Issued Date: Click here to enter a date.
		Rescinds: 1.400	Issued: 06/05/14

1 The Board will transact all business at official meetings which may be either regular or special.

2 Every meeting of the board shall be open to the public, except for those meetings in which the law allows
3 closed sessions.¹ Open meetings will be physically accessible to all students, employees, and interested
4 citizens.² In order to ensure all elements of board meetings are open to the public, no board members or
5 Rutherford County Schools support staff in attendance and participating in a board meeting shall utilize
6 a cell phone during the meeting.

7 The Board may restrict the recording of Board meetings via camera, camcorder or other photographic
8 equipment when such recording creates a threat to public safety and welfare or impedes the conducting
9 of efficient and orderly public meetings.³ ~~Visitors are prohibited from bringing posters or signs into the~~
10 ~~Board meeting due to the impact on visibility, which disrupts public participation and creates safety~~
11 ~~concerns. Posters and signs must not limit the visibility of other visitors.~~ If a visitor wishes to distribute
12 materials, the visitor should bring copies and hand them to the Board's Executive Secretary for
13 distribution.

14 SPECIAL MEETINGS

15 The Board shall hold such special meetings as necessary to transact the business of the Board. Such
16 meetings shall be called by the chair whenever, in the chair's judgment, the interests of the schools
17 require it, or when requested to do so by a majority of the Board.²

18 Only business related to the call of the meeting, and details related to agenda items shall be discussed
19 or transacted by the Board at a special meeting.

20 ELECTRONIC ATTENDANCE⁴

21 Absent Board members may attend a regular or special meeting by electronic means if the member is
22 absent because of work, a family emergency, or the member's military service. If a board member is
23 absent due to military service, he/she may participate electronically as often as he/she is able to do so.
24 However, a board member may not participate electronically more than two (2) times per year for
25 absences due to work and/or family emergencies.

26 *General Requirements*

27 The following requirements apply to all electronic attendance, regardless of the reason for the
28 member's absence:

- 1 1. A quorum of the Board must be physically present at the meeting in order for any member to
2 attend electronically.
- 3 2. Any member wishing to participate electronically must do so using technology which allows
4 the Chair to visually identify the member.
- 5 3. The responsibility for the connection lies with the member wishing to participate electronically.
6 No more than three (3) attempts to connect shall be made, unless the Board chooses to make
7 additional attempts.

8 *Work Related Absence*

9 The following requirements apply to electronic attendance due to a work related absence:

- 10 1. The Board member must be absent from the county due to work.
- 11 2. The member wishing to participate must give the Chair and director at least five (5) days notice
12 prior to the meeting of the member's desire to participate electronically.

13 *Family Emergency*

14 The following requirement applies to electronic attendance due to a family emergency:

- 15 1. The member must be absent due to the hospitalization of the member or the death or
16 hospitalization of the member's spouse, father, mother, son, daughter, brother, sister, son-in-
17 law, daughter-in-law, step-son, step-daughter, father-in-law, mother-in-law, brother-in-law, or
18 sister-in-law.

Legal References

1. TCA 8-44-102; TCA 49-6-804(b)
2. 28 CFR § 36.201(a); 36.202
3. OP Tenn. Atty. Gen. 95-126
4. TCA 49-2-202(c)(1)
5. TCA 49-2-203(c)

Cross References

School Board Legal Status and Authority 1.100
Section 504 & ADA Grievance Procedures 1.802