

<b>Timberlane Regional School Board</b>	<b>Policy Code: BHE</b>
<b>Adopted: 06-19-08</b> <b>Revised: 01-07-16</b>	<b>Page 1 of 1</b>

## **SCHOOL BOARD USE OF ELECTRONIC COMMUNICATION**

The Timberlane Regional School Board will not engage in electronic communication in a manner that circumvents the Right to Know Law and/or Public Meeting Law. The Board will not use electronic communication as a substitute for deliberations at board meetings or for business properly confined to board meetings.

Acceptable use of electronic communication among Board members and between Board members and the Superintendent include:

- Setting meeting dates
- Circulating informational items that will not be on the Board agenda for action.

The School Board members will not:

- Engage in on-going electronic communication on a topic that would otherwise be an agenda item for a school board meeting.
- Communicate information that would otherwise be done in a non-public session.

If an electronic communication is originated by a Board member, is communicated to a quorum of the Board, and discusses official school district business, the electronic communication will be considered a public document for purposes of the Right to Know Law , RSA 91-A. As such, the contents of the communication will be publicly disclosed and included in the minutes of the next regularly scheduled Board meeting.

**Legal references:**

*RSA 91-A, Access to Public Records and Meetings*

*RSA 189:29-a, Records Retention and Disposition*

*Miller v. Fremont School Board, Rockingham County Superior Court, No. 03-E-152 (2003)*