

Tennessee School Boards Association

Monitoring: Review: Annually, in September	Descriptor Term: School Board Meetings	Descriptor Code: 1.400	Issued Date:
		Rescinds:	Issued:

- 1 The Board will transact all business at official meetings which may be either regular or special.
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3 Every meeting of the Board, except with the attorney to discuss pending or threatened litigation, will
4 be open to the public.¹ Open meetings will be physically accessible to all students, employees, and
5 interested citizens.³
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7 No one shall bring a camera, camcorder or other photographic equipment to Board meetings without
8 the consent of the Board.⁴
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10 **REGULAR MEETINGS**
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12 Regular meetings of the Board shall be held on the (Day of the month) .
13
14 In instances when any regular meeting date falls on a legal holiday, the meeting shall be rescheduled
15 by the chair.
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17 **SPECIAL MEETINGS**
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19 The Board shall hold such special meetings as necessary to transact the business of the Board. Such
20 meetings shall be called by the chair whenever, in the chair's judgment, the interests of the schools re-
21 quire it, or when requested to do so by a majority of the Board.²
22
23 Only business related to the call of the meeting, and details related to agenda items shall be discussed
24 or transacted by the Board at a special meeting.
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26 **ELECTRONIC ATTENDANCE**
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28 Absent Board members may attend a regular or special meeting by electronic means if the member is absent
29 from the county because of work, is unable to attend due to a family emergency, or due to the member's
30 military service. Such participation is subject to the following:⁵
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32 *General Requirements*
33
34 The following requirements apply to all electronic attendance, regardless of the reason for the member's
35 absence:
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37 1. A quorum of the Board must be physically present at the meeting in order for any member to attend
38 electronically.
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40 2. Any member wishing to participate electronically must do so using technology which allows the
41 Chair to visually identify the member.
42

1 3. The responsibility for the connection lies with the member wishing to participate electronically. No
 2 more than three (3) attempts to connect shall be made, unless the Board chooses to make additional
 3 attempts.

4
5 Work Related Absence

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

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- 9 1. The Board member must be absent from the county due to work.
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- 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.
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- 14 3. No member may participate more than twice per year due to a work related absence.

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16 Family Emergency

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18 The following requirements apply to electronic attendance due to a family emergency:

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- 20 1. The member must be absent due to the hospitalization of the member or the death or hospitalization
 21 of the member's spouse, father, mother, son, daughter, brother, sister, son-in-law, daughter-in-law,
 22 step-son, step-daughter, father-in-law, mother-in-law, brother-in-law, or sister-in-law.
- 23
- 24 2. No member may participate more than twice per year due to a family emergency.

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30 Legal References:

- 31 1. Tenn. Code Ann. § 8-44-102
- 32 2. Tenn. Code Ann. § 49-2-202(c)(1)
- 33 3. 28 CFR § 36.201(a); 36.202
- 34 4. OP Tenn. Atty. Gen. 95-101 (Oct. 2, 1995)
- 35 5. Tenn. Code Ann. § 49-2-203(c)

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40 Cross References:

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