

**Richmond School District Policy**  
**Board Member Participation in Meetings Via Technology**

**Policy #: 188**

The School Board strongly encourages all individual Board members to be physically present at all Board meetings in which they intend to participate in any capacity. No individual Board member may be excluded from any meeting of the Board at which he/she is physically present. An individual Board member has no right to insist upon the ability to participate, in any capacity, in any Board meeting remotely via telephone conference.

Subject to the following limitations, and as a privilege that may be withdrawn or limited at the discretion of a majority vote of the Board, the Board will permit an individual Board member with a scheduling conflict to participate in Board meetings from a remote location, with such privilege to include being counted in the quorum requirement for the meeting, participating in discussion on items of business:

1. The District Administrator will work with appropriate staff to identify an appropriate mode of technology that enables reliable two-way communication and that satisfies the Wisconsin Open Meetings Law requirements regarding public notice and public accessibility of meetings.
2. Absent further affirmative authorization enacted by the Board, the privilege shall extend only to open sessions of regular and special Board meetings, and shall not extend to closed session portion(s) of any meeting, to individual student disciplinary proceedings, to disciplinary or nonrenewal proceedings involving individual employees, or to other meetings or specific items of business on which the Board decides or receives advice of legal counsel that it would be inadvisable to permit remote participation by individual Board members.
3. No Board meeting need be delayed, cancelled, or rescheduled solely to accommodate a Board member's request to exercise the privilege of remote participation. To the extent that the technology used to enable remote participation is not functioning so as to facilitate appropriate participation and/or there is any uncertainty regarding compliance with the Open Meetings Law, the Board may terminate the privilege of remote participation, and, provided there is a quorum, the meeting(s) in question may continue without the participation of the Board member(s) who are not physically present.
4. To the extent that the number of individual Board members wishing to exercise the privilege of remote participation in any meeting exceeds the capacity of the technology that is used to facilitate such remote participation, then no Board member shall avail themselves of the privilege of remote participation for that meeting unless one or more Board members withdraws his/her request and the number of pending requests is once again within the capacity of the technology being used.
5. No regular meeting of the Board shall be convened unless at least a quorum of the Board is physically present at the meeting. No special meeting of the Board shall be convened unless at least one Board member is physically present at the location for the meeting as established by the official public notice.

To lessen the risk that a technical limitation or technology-related problem may prevent otherwise-authorized remote participation in a Board meeting, an individual Board member who wishes to exercise the privilege of remote participation in any meeting shall inform the District Administrator

and presiding officer of the meeting as far in advance as possible of his/her desire to attempt remote participation.

**Legal References Wisconsin Statutes**

Section 19.81(2) [public accessibility of board meetings]

Adoption Date: 9/11/2017