



T.R. Paul Academy of Arts and Knowledge

Creating an environment in which all students can reach their full potential

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ELECTRONIC PARTICIPATION IN 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 or audio conferencing via Zoom through an electronic device.

Board members may attend and participate by electronic means in a regular or special Board meeting only when circumstances prevent the Board member from physically attending the meeting. For purposes of this policy, “circumstances” means travel that requires the member to be outside of the community at the time of the meeting or inclement weather and/or unsafe conditions preventing the Board member from physically attending the meeting.

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, including members physically present and members attending electronically, is required to convene a meeting.

The electronic means used shall allow the public to hear (and whenever possible, visually see) the comments made by the Board member(s) participating by electronic means and allow the Board member(s) to hear (and whenever possible, visually see) the comments made by the public. A Board member participating by electronic means will be included in the recording of the Board meeting. All participants shall normally have their mics muted unless addressing the group. Opportunities for public comment will be the same as those for in person meetings.

A Board member who attends and participates by electronic means in a Board meeting shall have access to any materials that are presented and available to members who are physically present at the meeting. Emergency meetings will be coordinated by the Board Chair to be held as soon as possible while still complying with Colorado’s open meetings law.

A Board member who plans to attend and participate by electronic means in a Board meeting shall notify the Board president and Chief Officers 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 Chief Officers as soon as is reasonably possible of the request to attend by electronic means. The Zoom Meeting ID and password shall be included on the agenda when such attendance is requested.

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 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. The Zoom meeting host shall remove all those participants not invited to join the executive session.