FILE: BCBC

ELECTRONIC MEETINGS

Subject to any conditions or limitations provided for under the Public Schools Act or Manitoba Regulation 201/04, a trustee who participates in a meeting through electronic means shall be deemed to be present at the meeting for the purposes of the Act.

The following persons must be physically present in the meeting room of the Board:

a) The Chair of the Board or his or her designate
b) At least one additional member of the Board
c) The Superintendent of the division or his or her designate
d) The Secretary-Treasurer or his or her designate

Every trustee must be physically present at a regular meeting at least once every three months.

Upon written request to the Chair of the Board or the Secretary-Treasurer, at least twenty-four hours prior to the commencement of the meeting, the Board shall provide electronic means to permit participation of the trustee.

Electronic means shall include:

a) Teleconferencing, or
b) Videoconferencing

Cellular, portable or radio phones may not be allowed for electronic access to meetings. Trustees will be called by the Secretary-Treasurer or designate at the beginning of the in-camera session. Trustees must ensure a private location from which to receive the call.

A Board member who participates in a meeting by electronic means is considered to be present at the meeting and will be recorded in the attendance for the meeting. Trustees participating in an electronic meeting shall notify the Chair of their departure (either temporary or permanent) from the meeting before absenting themselves in order to ensure a quorum is maintained.

Any member of the Board who participates in a meeting by electronic means in accordance with this policy shall be required to act in accordance with the Board's Governance Bylaws.

The Chair of the Board or Secretary-Treasurer shall have authority to refuse to provide a trustee with electronic means of participation in a meeting of the Board where it is deemed impossible to ensure compliance with the prior paragraph or if it is not possible for the required persons to be physically present at the meeting.

Adopted: March 10, 2005