

INDEPENDENT SCHOOL DISTRICT 719  
PRIOR LAKE - SAVAGE AREA SCHOOLS

## **215 SCHOOL BOARD USE OF ELECTRONIC COMMUNICATIONS**

### **I. PURPOSE**

Consistent with the Open Meeting Law, use of electronic communications (email, text, etc.) by school board members should conform to the same standards of judgment, propriety, and ethics as other forms of school board related communication.

### **II. DEFINITIONS**

### **III. GENERAL STATEMENT OF POLICY**

Board members shall comply with the following guidelines when using electronic communications in the conduct of board responsibilities:

- a. The school board shall not use electronic communications as a substitute for deliberations at board meetings or for other communications or business properly confined to board meetings. Board members shall not engage in electronic communications with the public or attendees, or other board members during board work sessions and board meetings.
- b. Board members should be aware that electronic communications and attachments received or prepared for use in board business or containing information relating to board business are regarded as public records which may be inspected by any person upon request, unless otherwise made confidential by law.
- c. Board members should avoid reference to confidential information about employees, students, or other matters in electronic communications because of risk of improper disclosure. Board members should comply with the same standards as school employees with regard to confidential information.

School Board Adoption: September 20, 2020

An Equal Opportunity School District