

TELECONFERENCE/REMOTE PARTICIPATION IN SCHOOL BOARD MEETINGS

The Livingston Parish School Board may conduct and its members may attend and participate in a meeting via electronic means provided that all of the following conditions are met:

1. The Governor has declared a state of emergency or disaster involving a geographic area within the jurisdiction of the School Board and the nature of the emergency or disaster would cause a meeting of the School Board conducted pursuant to the other provisions of this policy to be detrimental to the health, safety, or welfare of the public.
2. The President of the School Board certifies on the notice of the meeting that the agenda of the meeting is limited to one or more of the following:
 - A. Matters that are directly related to the School Board's response to the disaster or emergency and are critical to the health, safety, or welfare of the public.
 - B. Matters that if they are delayed will cause curtailment of vital public services or severe economic dislocation and hardship.
 - C. Matters that are critical to continuation of the business of the School Board and that are not able to be postponed to a meeting held in accordance with the other provisions of this policy due to a legal requirement or other deadline that cannot be postponed or delayed by the School Board.
 - D. Other matters that are critical or time-sensitive and that in the determination of the presiding officer should not be delayed; however, such matters shall not be considered at the meeting unless the members of the School Board present at the meeting approve the consideration of the matters by a two-thirds vote.
3. The School Board and its President comply with all of the requirements of this policy.

No later than twenty-four (24) hours prior to a meeting conducted pursuant to the provisions of this policy, the School Board shall provide for all of the following:

1. The notice and agenda for the meeting, which shall be posted on the School Board's website, emailed to any member of the public or the news media who requests notice of meetings of the School Board, and widely distributed to every known news media outlet that broadcasts or publishes news within

the geographic area within the jurisdiction of the School Board.

2. Detailed information regarding how members of the public may participate in the meeting and submit comments regarding matters on the agenda, which information shall be posted on the School Board's, emailed to any member of the public or the news media who requests notice of meetings of the School Board, and widely distributed to every known news media outlet that broadcasts or publishes news within the geographic area within the jurisdiction of the School Board.

For each meeting conducted with remote participation:

1. The School Board shall provide a mechanism to receive public comment electronically until the time that public comment is formally closed.
2. The School Board shall properly identify and acknowledge all public comments during the meeting and shall maintain those comments in its record of the meeting.
3. The President of the School Board shall ensure that each person participating in the meeting is properly identified.
4. The President shall ensure that all parts of the meeting, excluding any matter discussed in executive session, are clear and audible to all participants in the meeting including the public.

For the purposes of this policy, the following words and phrases shall have the following meanings:

1. *Meeting via electronic means* shall mean a meeting occurring via teleconference or video conference.
2. *Teleconference* shall mean a method of communication which enables persons in different locations to participate in a meeting and to hear and otherwise communicate with each other.
3. *Video conference* shall mean a method of communication which enables persons in different locations to participate in a meeting and to see, hear, and otherwise communicate with each other.

New policy: August, 2020
Revised: December, 2020

Ref: La. Rev. Stat. Ann. §§17:1, 17:81, 42:12, 42:13, 42:14, 42:15, 42:16, 42:17, 42:19, 42:20, 42:24, 42:25.