

(a)

Bylaws of the Board

Meetings

Electronic Communications Among Board Members

The Board of Education believes that Board members electronically connected to other Board members is an efficient and convenient way to communicate. The main goal of electronic communication is to expedite the passage of information. Electronic communication gives Board members quick access to one another. Communication among Board members via electronic communication should conform to the same standards as other forms of communication (i.e. committee meetings, etc.) as directed by the Freedom of Information Act.

Guidelines for Board Electronic Communication Usage

The Freedom of Information Act mandates that all meetings of public bodies such as school boards be open to the public. It is the policy of the Board of Education that electronic communication shall not be used in such a manner as to deprive the public of the rights given to it under the Freedom of Information Act. For this purpose, this bylaw sets forth guidelines for the uses intended to be made of electronic communications by Board members when communicating with other Board members.

1. Electronic communications, like other written forms of communication relating to the conduct of the public business is subject to the Freedom of Information Act and subject to disclosure.
2. The Board shall not use electronic communication as a substitute for deliberations at public Board meetings, and/or shall not discuss policy matters or vote informally on any issues.
3. Electronic communications should be used to pass along factual information.
4. Security of electronic communication cannot be assured. Board members shall take every precaution to safeguard their electronic communication access. If any Board member has reason to believe their electronic communication has been compromised, he/she shall notify the Superintendent and the Board Chairperson.
5. Personnel issues and other sensitive subjects should never be discussed electronically. The confidentiality of employee data, student data, and other sensitive subjects must always be maintained.

(b)

Bylaws of the Board

Meetings

Electronic Communications Among Board Members (continued)

(cf. 9321 – Time, Place, Notification of Meetings)

(cf. 9322 – Public and Executive Sessions)

(cf. 9325.1 – Quorum)

(cf. 9325.4 – Voting Method)

(cf. 9326 – Minutes)

(cf. 9325.43 – Electronic Participation)

Legal Reference: Connecticut General Statutes

The Freedom of Information Act.

1-200 Definitions.

1-210 Access to public records. Exempt records.

1-211 Disclosure of computer-stored public records.

Bylaw adopted by the Board: 4/6/11

Brookfield Public Schools
BROOKFIELD, CONNECTICUT