
BOARD MEMBER ELECTRONIC COMMUNICATIONS

The Board of Directors (Board) recognizes that electronic communication is an efficient and convenient way for Board members to communicate and expedite the exchange of information within the non-profit corporation and with members of the public. Board members shall exercise caution so as to ensure that electronic communications are not used as a means for the Board to deliberate outside of an agendaized Board meeting nor to circumvent the public's right to access records regarding the non-profit corporation.

A quorum of the Board shall not, outside of an authorized Board meeting, use a series of electronic communications of any kind (including communications on an internet-based social media platform), directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board.

Examples of permissible electronic communications concerning the non-profit corporation include, but are not limited to, dissemination of Board meeting agendas and agenda packets, reports of activities from the Executive Director, and reminders regarding meeting times, dates, and places.

In addition, Board members may use electronic communications to discuss matters that do not pertain to the non-profit corporation, regardless of the number of Board members participating in the discussion. However, Board members must be clear that such communications regarding any candidates for political office or proposed legislation are their own personal viewpoints and do not represent the Board, the non-profit corporation or the school.

Board members shall make every effort to ensure that their electronic communications conform to the same standards and protocols established for other forms of communication. A Board member may respond, as appropriate, to an electronic communication received from a member of the community and should make clear that their response does not necessarily reflect the views of the Board as a whole. Any complaint or request for information should be forwarded to the Executive Director in accordance with Board policies and procedures so that the issue may receive proper consideration and be handled through the appropriate non-profit corporation process. As appropriate, communication received from the media shall be forwarded to the Executive Director.

To the extent possible, electronic communications regarding any non-profit corporation-related business shall be transmitted through a non-profit corporation-provided device or account. Conversely, personal communications shall not be transmitted through a non-profit corporation-provided device or account, nor shall communications regarding candidates for political office or proposed legislation without prior approval from the Board.