

# SANBORN REGIONAL SCHOOL DISTRICT

## SRSD File: BEDC

### QUORUM

A simple majority of the Board shall constitute a quorum for the transaction of business.

#### Participating electronically from a remote location.

When it is not reasonably practical for a member to attend in person, the member may attend via telephone, skype, or other electronic means. (RSA 91-A:2, III). The following is required:

1. The reason it is not reasonably practical for the member to attend in person must be included in the minutes of the meeting.
2. The member participating electronically must identify anyone present at the location the member is participating from.
3. All votes taken during the meeting must be by taken by roll call vote.
4. The public attending the meeting and all members must be able to simultaneously hear or see communication between the member participating remotely and those participating in person. No meeting shall be conducted by electronic mail or any other form of communication that does not permit the public to hear, read, or otherwise discern the meeting discussion contemporaneously at the meeting location specified in the meeting notice. The District shall arrange to have an IT staff member present to provide technical support at Board meetings which anticipate remote attendance by one or more Board members.
5. Except for an emergency meeting, if a member is allowed to participate electronically from a remote location, there must be a quorum of the school board physically present at the location specified in the meeting notice. Except in an emergency, the members participating electronically from a remote location will not count towards satisfying the quorum requirement.
6. When, in an emergency, the quorum requirement is satisfied in part by one or more members participating electronically from a remote location, the facts requiring immediate action before a physical quorum can be gathered shall be included in the minutes of the meeting.

**Legal Reference:**

RSA 91-A2, Meetings Open to the Public

**History:**

Original Effective: June 17, 1971

Revised: January 22, 1997

Reaffirmed: August 10, 2010

Revised: September 6, 2017

Revised: December 19, 2018