

SANBORN REGIONAL SCHOOL DISTRICT

SRSD File: BHE

SCHOOL BOARD USE OF EMAIL

Statement of Purpose

The purpose of this policy is to assure that the Sanborn Regional School Board conforms to the standards of board related communications.

Statement of Policy

Use of email by school board members must conform to the same standards of judgment, propriety, and ethics as other forms of board-related communication. The school board will not use email as a substitute for deliberations at board meetings or for other communications or business properly confined to board meetings. Board members must be aware that email and email attachments received or prepared for use in board meetings or containing information relating to board business are likely to be regarded as public records which may be inspected by any person upon request, unless otherwise made confidential by law.

Legal references:

RSA 91-A, Access to Public Records and Meetings

Public Law 90-247, Family Educational Right to Privacy Act of 1974

RSA 189:29-a, Records Retention and Dispositions

NH Code of Administrative Rules, Section Ed. 306.04 (a) (4), (h), Records Retention

Adopted: December 20, 2006

Reaffirmed: August 10, 2010