

## THE EARLY LIGHT ACADEMY

### **Early Light Academy Electronic Meetings Policy**

#### **Purpose**

The purpose of this policy is to establish the means and procedures by which the Board of Directors may conduct electronic meetings in accordance with the provisions of the Public Meetings Act (hereinafter "the Act"), and particularly § 52-4-207 (UCA, 2007).

#### **Definitions**

The Board of Directors hereby adopts those definitions of specific terms which appear in the Act at § 52-4-103 for application in this policy.

#### **Electronic Meetings**

The Board of Directors hereby determines that it may, from time to time as needed, convene and conduct Board meetings in which one or more Council members attend and participate in the meeting through electronic means.

Board electronic meetings may include meetings conducted by means of telephone, telecommunications, electronic mail, or by other computerized, electronic, or teleconferencing means and media.

#### **Notice**

Prior to conducting an electronic meeting, the Board shall provide advance notice of the meeting in accordance with the Act.

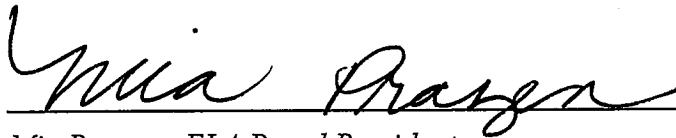
Notice shall be provided to all Board members, as well as to members of the public (and notice to the local news media in accordance with the provisions of the Act for Annual Meetings).

Each notice shall describe the means of communication, anchor location and the means by which members of the public will be able to monitor and, when appropriate, participate in the electronic meetings.



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Early Light Academy Board of Directors electronic meeting anchor location will primarily be the School Library, but may be changed with a majority vote of the Board for a specific Electronic Meeting where the primary anchor location is not suitable. If circumstances dictate the need for an emergency Board Meeting, the Board President may determine an anchor location in these rare circumstances. Where actions are taken through an electronic meeting and a quorum is not present at the anchor location, the Board may ratify their actions at the next scheduled Board Meeting where a quorum of the Board or greater is present at the anchor location.

  
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*Mia Prazen - ELA Board President*

12 / 18 / 08  
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*Date*