

NORTHERN
WESTMORELAND
CARERE &
TECHNOLOGY
CENTER

SECTION: LOCAL BOARD PROCEDURES
TITLE: USE OF SPEAKER PHONES AT BOARD MEETINGS
ADOPTED: December 11, 2008
REVISED: October 20, 2011

<p>65 P.S. 701 et seq</p>	<p style="text-align: center;">006.1. USE OF SPEAKER PHONES AT BOARD MEETINGS</p> <p>Section 1. <u>Authority</u></p> <p>The Northern Westmoreland Career & Technology Center Joint Operating Committee recognizes the responsibility of its members to make every effort to attend meetings, but from time to time necessary absence may prohibit attendance, therefore requiring the use of speaker phone by the absent member.</p> <p>The Pennsylvania Supreme Court issued a decision in the case of Babac v. Pennsylvania Milk Marketing Board in which it held that under the Sunshine Law, a quorum of members of an agency can consist of members who are not physically present at a meeting, but who participate through telephonic means.</p> <p>Section 2. <u>Definitions</u></p> <p>Meeting - Any prearranged gathering of an agency which is attended or participated in by a quorum of members of an agency held for the purpose of deliberating agency business or taking official action.</p> <p>Quorum - A majority of the members of a Board of School Directors participating in a meeting shall be a quorum.</p> <p>Section 3. <u>Procedures</u></p> <p>A Board member has the option to participate in a voting meeting by telephone when the member is unable to attend in person.</p> <p>Participation in a public meeting by an absentee Board member shall be only for the following reasons:</p> <ol style="list-style-type: none"> a. To establish a quorum. b. For meetings involving a vote on a budget, bond issue, or refinancing.
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<p>SC 516.1</p>	<p>c. Other matters that require a majority vote of the entire Board.</p> <p>A Board member may use telephonic voting twice during a calendar year for the previously stated acceptable reasons.</p> <p>The Board member wishing to use the speaker phone must notify the Board President or Director by 12:00 Noon on the day of the meeting that will be missed. For early morning meetings, the Board member wishing to use the speaker phone must notify the Board President or Director by 12:00 Noon on the day prior to the meeting that will be missed.</p> <p>The cost of the phone call for a necessary absence would be a reimbursable expense of the Board member under Section 516.1 of the School Code, which provides that each School Director be reimbursed by the district for expenses actually and necessarily incurred in attending meetings.</p> <p>The Board member participating by telephone must be able to hear the comments of and speak to all those present at the meeting, including members of the public, and all those present at the meeting must be able to hear the comments of and speak to such absent members contemporaneously.</p> <p>The Board member participating by telephone will be counted present for the meeting.</p> <p>Acceptable reasons for a Board member being absent include:</p> <ul style="list-style-type: none">a. Medical reasons.b. Employment.c. Vacation. <p>A Board member may still participate by telephone while absent for reasons other than stated previously but only at the member's expense.</p>
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