



VIRTUAL MEETING AND HEARING POLICY

The members of the Board of Directors (the “Board”) may hold and attend meetings and may conduct and attend hearings by means of video conference or any other similar electronic technology so long as the Board complies with the requirements of this policy.

Meeting is defined as any prearranged discussion of the public business of the public body by a majority of its members.

Hearing is defined as an administrative hearing, hearing as defined in section 119.01 of the Revised Code, or other hearing at which a person may present written or oral testimony on a matter before the public body.

Attendance and Voting

Any Board member who plans to attend a meeting virtually shall notify the chairperson not less than 48 hours before the meeting, unless there is an emergency. Emergency is defined as an unexpected, urgent situation that requires a Board member to be absent, typically related to a serious personal or family health issue, a critical home or vehicle matter, or a natural disaster, which necessitates their immediate attention and cannot be planned for in advance.

If a meeting or hearing is held virtually, any resolution, rule, or formal action of any kind has the same effect as if it occurred during an open meeting or hearing of the Board. Board members who attend meetings or hearings virtually shall be considered present as if they had attended the meeting or hearing in-person. A Board member who attends virtually is permitted to vote and shall be counted for purposes of determining whether a quorum is present at the meeting or hearing.

All votes taken in the meeting or hearing shall be taken by roll call vote unless there is a motion for unanimous consent and a Board member does not object. If a vote is taken unanimously, the Board shall provide the public with information on how the members of the Board voted, including those who abstained from voting.

Prohibitions Against Virtual Meetings and Hearings

The Board is not permitted to hold, and no member of the Board may attend meetings or conduct and attend hearings virtually if any of the following apply:

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1. The meeting or hearing involves a vote to approve a major nonroutine expenditure. A major nonroutine expenditure is defined as an infrequent or extraordinary expense that exceeds fifty thousand dollars (\$50,000).
2. The meeting or hearing involves a vote to approve a significant hiring decision. A significant hiring decision is defined as a decision to hire a superintendent, or principal/head of school.
3. The meeting or hearing involves a purpose to propose, approve, or vote on a tax issue or tax increase.
4. Excluding expense reimbursements to members for actual expenses incurred while fulfilling their duties, the members of the Board are compensated for their position as members of the public body, except when members are participating in a multi-party meeting if the multi-party meeting does not involve a vote to approve a major nonroutine expenditure or significant hiring decision or involve a purpose to propose, approve, or vote on a tax issue or tax increase.
5. The members of the Board are elected by vote of the general public to their positions as members, except when members are participating in a multi-party meeting if the multi-party meeting does not involve a vote to approve a major nonroutine expenditure or significant hiring decision or involve a purpose to propose, approve, or vote on a tax issue or tax increase.

The Board shall not hold a hearing, and members of the Board shall not attend a hearing, by means of video conference or other similar electronic technology without the consent of all parties to the hearing.

Additionally, the Board will not hold a virtual meeting if, at least 48 hours before the meeting, the greater of at least ten per cent of the members of the Board or two Board members notified the chairperson that an item on the agenda must be acted upon in person and the chairperson has acknowledged receipt of the notice.

[Notification of the Meeting or Hearing](#)

Except in the event of an emergency requiring immediate official action, the Board shall notify the public, the media that have requested notification of a meeting, and those who are



entitled to notice of a hearing at least 72 hours in advance by reasonable methods so the time, location, agenda, and the manner by which the meeting or hearing will be conducted can be determined. An emergency requiring official action is defined as an unexpected situation or sudden occurrence of serious nature that requires prompt action. In the event of an emergency, the Board shall immediately notify the news media that have requested notification or the parties requested to be notified of a hearing of the time, place, and purpose of the meeting or hearing.

[Public Access](#)

The Board shall provide the public access to a meeting or hearing that the public would otherwise be entitled to attend, commensurate with the method in which the meeting or hearing is being conducted. Public access will not be granted for executive sessions or any other instance where the public may be lawfully excluded. During the meeting or hearing, the Board must ensure that the public can observe and hear the discussions and deliberations of all Board members, whether the member is participating in-person or virtually. If attending virtually, Board members must keep their cameras on at all times and be visible for the entirety of the meeting or hearing.

