

## **ELECTRONIC PARTICIPATION IN COMMITTEE MEETINGS FROM REMOTE LOCATIONS**

### Generally

The Regional School Board may establish advisory committees for consultation on specific matters pertaining to Maggie L. Walker Governor's School. Regional School Board Advisory Committees shall comply with the Virginia Freedom of Information Act. The Regional School Board will designate a board member, the executive director, or the executive director's designee to attend advisory committee meetings and report to the Regional School Board concerning the committee's activities.

The following committees are hereby established as Regional School Board Advisory Committees:

- School Advisory Committee (SAC)
- Wellness Committee

Regional School Board advisory committees shall be permitted to conduct all-virtual work sessions. "All virtual public meetings," as used in this policy, mean a public meeting using electronic communication means, during which all members who participate do so remotely rather than being assembled in one physical location, and to which public access is provided through electronic communication means.

All-virtual Regional School Board advisory committee meetings will be permitted if the chair or vice-chair of the advisory committee determines an all-virtual public meeting is in the best interest of MLWGS students and stakeholders. The following conditions will be met for all-virtual advisory committee meetings:

1. All required meeting notices must contain a statement notifying the public whether the meeting will be an in-person or an all-virtual public meeting. The statement will include a means by which the public will be provided access, contact information so that the committee may be alerted if the audio or video transmission of the all-virtual public meeting fails, and that the method by which the committee chose to meet will not be changed unless a new meeting notice is provided.
2. Public access will be provided to an all-virtual meeting via electronic communication means. Technology must allow the public to view members of the committee.
3. A copy of the proposed agenda and all associated packet materials (unless they are exempt) must be made available to the public.
4. The committee will provide an opportunity for the public to comment.
5. During an all-virtual public meeting, no more than two members of the committee may be together in any one remote location unless the remote location is open to the public for access.
6. The committee may not convene an all-virtual public meeting more than two times per year or 25 percent of the meetings held per calendar year.

## Minutes

Minutes of in-person or all-virtual meetings will be taken as required VA Code § 2.2-3707 and must include if the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held. Minutes must also include (i) the identity of the members of the committee who participated in the meeting through electronic communication means, (ii) the identity of the committee members who were physically assembled at one physical location, and (iii) the identity of the members of the committee who were not present at the location identified in (ii) but who monitored such meeting through electronic communication means.

Adopted: October 19, 2023  
Reviewed: September 18, 2025

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Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3701, 2.2-3707, 2.2-3708.3, 2.2-3711, 2.2-3712.

Cross Ref.:	Pol 1012	School Board Committees
	Pol 1012.a	Advisory Committees to the School Board
	Pol 1020	Electronic Participation in School Board Meetings from Remote Locations
	Pol 1013	Notification of Meetings
	Pol 1015	Calling and Certification of Closed Meetings
	Pol 1019	Minutes
	Pol 1012.b	Policy Steering Committee
	Pol 1050	School Advisory Council By-Laws