

CARBON CAREER & TECHNICAL INSTITUTE

SECTION: JOINT OPERATING
COMMITTEE PROCEDURES

TITLE: ATTENDANCE AT MEETINGS
VIA ELECTRONIC
COMMUNICATIONS

ADOPTED: June 18, 2015

REVIEWED: April 18, 2024

SC 407	<p style="text-align: center;">006.1 ATTENDANCE AT MEETINGS VIA ELECTRONIC COMMUNICATIONS</p> <p>Section 1. <u>Authority</u></p> <p>The Joint Operating Committee recognizes that factors such as illness, travel, schedule conflicts and weather conditions can make impossible the physical presence of a Joint Operating Committee member at a Joint Operating Committee meeting, and that electronic communications can enable a Joint Operating Committee member to participate in a meeting from a remote location.</p> <p>A Joint Operating Committee member shall be able to attend a Joint Operating Committee meeting, and participate in Joint Operating Committee deliberations and voting, through electronic communications, but only under extraordinary circumstances.</p> <p>The Joint Operating Committee authorizes the administration to provide the equipment and facilities required to implement this Joint Operating Committee procedure.</p> <p>Section 2. <u>Guidelines</u></p> <p>A Joint Operating Committee member who attends a meeting through electronic communications shall be considered present only if the member can hear everything said at the meeting and all those attending the meeting can hear everything said by that member. If the Joint Operating Committee Chairman determines either condition is not occurring, s/he shall terminate the Joint Operating Committee member's attendance through electronic communications.</p> <p>A majority of Joint Operating Committee members shall be physically present at a Joint Operating Committee meeting when a Joint Operating Committee member attends through electronic communications.</p> <p>To attend a Joint Operating Committee meeting through electronic communications, a Joint Operating Committee member shall comply with the following:</p>
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006.1 ATTENDANCE AT MEETINGS VIA ELECTRONIC COMMUNICATIONS - Pg. 2

	<p>a. Submit such request to the Joint Operating Committee Chairman, the Administrative Director, and the Secretary to the Joint Operating Committee at least three (3) days prior to the meeting, or as soon as possible in the event of an emergency.</p> <p>b. Ensure that the remote location is quiet and free from background noise and interruptions.</p> <p>c. Participate in the entire Board meeting.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 407</p>
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