

**Wallace Stegner Academy**  
**Policy: Electronic Meetings Policy**  
**Adopted: March 11, 2015**



**PURPOSE**

The purpose of this policy is to establish the means and procedures by which the Board of Directors (the "Board") of Wallace Stegner Academy (the "School") may conduct electronic meetings in accordance with the provisions of the Utah Public Meetings Act (hereinafter "the Act"), including Utah Code Ann. § 52-4-207.

**POLICY**

The Board adopts for application in this policy the definitions contained in the Act at § 52-4-103.

The Board may, from time to time as needed, convene and conduct Board meetings in which one or more members attend and participate in the meeting through electronic means.

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

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 in accordance with the provisions of the Act. 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.

The Board's electronic meeting anchor location will primarily be the School's library following construction of the School's facility, 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. 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, properly conducted Board Meeting where a quorum or greater of the Board is present.