

Governance

Communications To and From the Board

The Board welcomes communications from staff members, parents, students, and community members. Individuals may submit questions or communications for the Board's consideration to the Executive Director. The Executive Director shall provide the Board with a summary of these questions or communications and provide, as appropriate, his or her feedback regarding the matter. If contacted individually, Board members will refer the person to the appropriate level of authority, except in unusual situations. Board members' questions or communications to staff or about programs will be channeled through the Executive Director's office. Board members will not take private action that might compromise the Board or SASED. There is no expectation of privacy for any communication sent to the Board or its members individually, whether sent by letter, email, or other means. In accordance with the Open Meetings Act and the Oath of Office taken by Board members, individual Board members will not (a) reply to an email on behalf of the entire Board, or (b) engage in the discussion of SASED business with a majority of a Board-quorum.

Board Member Use of Electronic Communications

For purposes of this section, *electronic communications* include, without limitation, electronic mail, electronic chat, instant messaging, texting, and any form of social networking. Electronic communications among a majority or more of a Board-quorum shall not be used for the purpose of discussing District business. Electronic communications among Board members shall be limited to: (1) disseminating information, and (2) messages not involving deliberation, debate, or decision-making. The following list contains examples of permissible electronic communications:

- Agenda item suggestions
- Reminders regarding meeting times, dates, and places
- Board meeting agendas or information concerning agenda items
- Individual responses to questions posed by community members, subject to the other limitations in this policy

LEGAL REF.: 5 ILCS 120/1 et seq.
50 ILCS 205/20.

CROSS REF.: 2:220 (Board of Control Meeting Procedure), 3:30 (Chain of Command), 8:110 (Public Suggestions and Complaints)

ADOPTED: December 19, 2007

UPDATED: February 22, 2017