

**BOARD MEMBER USE OF EMAIL**

## Category R

The Board encourages its members to not communicate to each other via electronic communication (e-mail) regarding official school district business. The Board will not use e-mail as a substitute for deliberations at board meetings, for other communications, or for business properly confined to board meetings. Communications via e-mail of private or confidential school district matters is strictly prohibited.

If an e-mail is originated by a Board member, is communicated to a quorum of the Board, and discusses official school district business, the e-mail will be considered a public document for purposes of the Right to Know Law, RSA 91-A. As such, the contents of the email communication will be publicly disclosed and included in the minutes of the next regularly scheduled Board meeting.

**Legal References:**

*RSA 91-A:2-a, Communications Outside Meetings*

*RSA 189:29-a, Records Retention and Disposition*

*Miller v. Fremont School Board, Rockingham County Superior Court, No. 03-E-152 (2003)*

**Adopted:** **DATE:** February 15, 2007  
**Reviewed:**  
**Revised:** November 30, 2011 (replaces BBG)  
**Cancellation:**