

Board of Education Agenda Item

Item: _____ L. _____

Date: _____ October 26, 2005 _____

Topic: First Review of the Board of Education's 2005 Annual Report on Electronic Meetings

Presenter: Dr. Margaret N. Roberts, Executive Assistant to the Board of Education

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Origin:

Topic presented for information only (no board action required)

Board review required by

State or federal law or regulation

Board of Education regulation

Other: Board of Education By-laws

Action requested at this meeting

Action requested at future meeting:

Previous Review/Action:

No previous board review/action

Previous review/action

date:

action:

Background Information: § 2.2-3708.E of the Code of Virginia requires that public bodies holding electronic meetings submit an annual report detailing their experience with any electronic meetings to the Freedom of Information Advisory Council and the Joint Commission on Technology and Science. The report is due by December 15 of each year.

The Code of Virginia specifies the information that is to be included in the annual report, as follows:

§ 2.2-3708. Electronic communication meetings.

E. Any public body that meets by electronic communication means shall make a written report of the following to the Virginia Freedom of Information Advisory Council and the Joint Commission on Technology and Science by December 15 of each year:

1. The total number of electronic communication meetings held during the preceding year;
2. The dates and purposes of the meetings;
3. The number of sites for each meeting;
4. The types of electronic communication means by which the meetings were held;
5. The number of participants, including members of the public, at each meeting location;
6. The identity of the members of the public body recorded as absent, and those recorded as present at each meeting location;
7. A summary of any public comment received about the electronic communication meetings; and
8. A written summary of the public body's experience using electronic communication meetings, including its logistical and technical experience.

Summary of Major Elements: During the 2005 calendar year, the Board of Education conducted one business meeting and one committee meeting using electronic communications. The details of each meeting are contained in the attachment.

Superintendent's Recommendation: The Superintendent of Public Instruction recommends that the Board of Education waive first review and adopt the 2005 Annual Report on Electronic Meetings.

Impact on Resources: N/A

Timetable for Further Review/Action: Following its adoption, the final report will be submitted to the Freedom of Information Advisory Council and the Joint Commission on Technology and Science, as required by the Code.

ATTACHMENT:

Board of Education 2005 Annual Report on Electronic Meetings

Summary of Electronic Meetings Held by the Board of Education

Date and Purpose of Meeting	Number of Sites: Number of Board members present	Types of Communication Used	Number of Public Participants	Public Comment
January 19, 2005: Emergency business session	3 sites: Richmond: 5 members Norfolk: 1 member Hillsville: 1 member	Telephone conference call	Richmond: 22 Norfolk: none Hillsville: none	None
July 18, 2005: Meeting of the Charter School Application Review Committee	2 sites: Richmond: 4 members Prince William Co.: 1 member	Telephone conference call	Richmond: 11 Prince William Co.: none	None

Members Present and Absent for Each Meeting

January 19, 2005:

Present at the Richmond site were Dr. Mark E. Emblidge, Mrs. Eleanor B. Saslaw, Mrs. Isis M. Castro, Dr. Ella P. Ward, Mr. David L. Johnson. Present at the Norfolk site was Mr. Thomas G. Johnson. Present at the Hillsville site was Mr. Thomas M. Jackson, Jr. Absent were Dr. Gary L. Jones and Mr. M. Scott Goodman.

July 18, 2005:

Present at the Richmond site were Mrs. Isis M. Castro, Mrs. Lynda Hyslop, and Mrs. Eleanor Saslaw. Present at the Prince William County site was Mr. Dave Cline. Absent were Dr. Mark E. Emblidge, Mrs. Gloria Hagans, Mrs. Vicki Miller, and Dr. Rick Richardson.

Summary of the Board of Education's Experience Using Electronic Communications

Meetings of the Board of Education and the Board of Education's Charter School Application Review Committee were conducted using telephone conference services provided by the VITA. The system worked well and the full agendas were completed with no difficulty. The Department of Education's staff continues to modify the technical equipment in order to improve the sound quality to and from the remote sites.