

# MEETINGS BY INTERACTIVE TECHNOLOGY

## THE OPEN MEETING LAW APPLIES TO CHARTER SCHOOL BOARDS, BOARD COMMITTEES, AND SUBCOMMITTEES



### FIVE REQUIREMENTS TO USE INTERACTIVE TECHNOLOGY

1. Every member participating in the meeting, wherever they are located, must be able to hear and see every other board member and hear and see all discussions and testimony presented at any location where there is at least one (1) board member present.
2. Every member of the public at the regular meeting location must be able to hear and see all discussion, testimony, all votes of board members. (Means project the meeting on a big screen)
3. At least one (1) member must be at the regular meeting location.
4. All votes must be by roll call so every member can be identified and their vote documented. (Means minutes must list the name and vote of every member)
5. Every location at which a member is physically located is open and accessible to the public.



### SPECIAL CIRCUMSTANCES FOR SPECIFIC INDIVIDUALS

A member does not have to be in a location open and accessible to the public if:

1. They are serving in the military and are on drills, deployed, or active duty.
2. They have been advised by a health care professional against being in a public place for personal or family medical reasons.

### LIMITATION OF SPECIAL CIRCUMSTANCES

NO member in the military or with a health advisory may participate more than three (3) times in a calendar year from a location that is not open and accessible to the public.

### QUORUM

Every member participating in the meeting via interactive technology is considered present for the purpose of a quorum and participation in the meeting.

MN STATUTES 13D.02



MN Association of  
Charter Schools

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## MONITORING OF THE MEETING BY THE PUBLIC

A meeting via Interactive Technology must allow a person to monitor the meeting electronically from their location.



## MEETING MINUTES

Meeting Minutes are required to:

- Record any action or vote taken at the meeting
- Record the vote of individual members for the appropriation of funds, except for judgments and claims



## PUBLIC NOTICE OF MEETINGS

The public notice of a regular, special, or emergency meeting via Interactive Technology must:

- Provide notice of the regular meeting location, AND
- Provide the location of every member who will participate in the meeting via Interactive Technology

Except for the location of a member in the military on drill, deployed or active duty, or a member who has been advised by a health care professional against being in a public place for personal or family medical reasons.



## PUBLIC COPY OF MEETING MATERIALS

At least one (1) copy of any printed materials related to the meeting agenda item must be available in the regular meeting room for public inspection while the board considers the item.

Except for materials classified as other than public or agenda items of a closed meeting.

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