

## **SCHOOL BOARD USE OF EMAIL**

The Board will not use email as a substitute for deliberations at board meetings or for other communications or business properly confined to board meetings. Communication of private or confidential information via email is strictly forbidden.

If an email is originated by a Board member, is communicated to a quorum of the Board, and discusses official school district business, the email 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.

Adopted by Jackson School Board – December 17, 2007

**Legal references:**

*RSA 91-A, Access to Public Records and Meetings*

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

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