

# Murfreesboro City School Board

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| Monitoring:<br><b>Review: Annually, in September</b> | Descriptor Term:<br><b>School Board Meetings</b> | Descriptor Code:<br><b>1.400</b> | Issued Date:<br><b>07/25/23</b>   |
|  |  | Rescinds:<br><b>BO 5</b>         | Issued:<br><b><u>06/23/26</u></b> |

- 1 The Board will transact all business at official meetings which may be either regular or special.
- 2 Every meeting of the Board shall be open to the public, except for those meetings in which the law allows  
3 closed sessions.<sup>1</sup> Open meetings will be physically accessible to all students, employees, and interested  
4 citizens.<sup>2</sup>
- 5 The Board may restrict the recording of Board meetings via camera, camcorder or other photographic  
6 equipment when such recording creates a threat to public safety and welfare or impedes the conducting  
7 of efficient and orderly public meetings.<sup>3</sup>
- 8 **REGULAR MEETINGS**
- 9 Regular meetings of the Board shall be held on the second and fourth Tuesdays of each month at 6:00  
10 p.m.
- 11 In instances when any regular meeting date falls on a legal holiday, the meeting shall be rescheduled by  
12 the Chair.
- 13 **SPECIAL MEETING**
- 14 The Board shall hold such special meetings as necessary to transact the business of the Board. Such  
15 meetings shall be called by the Chair whenever, in the Chair's judgment, the interests of the schools  
16 require it, or when requested to do so by a majority of the Board.<sup>4</sup>
- 17 Only business related to the call of the meeting, and details related to agenda items shall be discussed or  
18 transacted by the Board at a special meeting.
- 19 **ELECTRONIC ATTENDANCE<sup>5</sup>**
- 20 Absent Board members may attend a regular or special meeting by electronic means if the member is  
21 absent because of work, illness, inclement weather, a family emergency, or the member's military  
22 service. If a board member is absent due to military service, the Board member may participate  
23 electronically as often as board member is able to do so. However, a Board member may not participate  
24 electronically more than two (2) times per year for absences due to work and/or family emergencies.
- 25 *General Requirements*
- 26 The following requirements apply to all electronic attendance, regardless of the reason for the  
27 member's absence:
- 28 1. Except as otherwise permitted by law, a quorum of the Board must be physically present at  
29 the meeting in order for any member to attend electronically.

1 2. Any Board member wishing to participate electronically must do so using technology which  
2 allows the Chair to visually identify the member.

3 3. The responsibility for the connection lies with the Board member wishing to participate  
4 electronically. No more than three (3) attempts to connect shall be made, unless the Board  
5 Chair chooses to make additional attempts.

6 4. If a Board member is participating via electronic means, there must be a roll call vote.

#### 7 *Work-Related Absence*

8 The following requirements apply to electronic attendance due to a work-related absence:

9 1. The Board member must be absent from the county due to work.

10 2. The Board member wishing to participate must give the Chair and Director at least five (5) days'  
11 notice prior to the meeting of the member's desire to participate electronically.

#### 12 *Sickness or Period of Convalescence*

13 A Board member may attend a meeting by electronic means if sick or in a period of convalescence on  
14 the advice of a healthcare professional; however, he/she may only participate electronically three (3)  
15 times per year for this reason.

#### 16 *Inclement Weather or Natural Disaster*

17 A Board member may attend a meeting by electronic means due to inclement weather or natural disaster  
18 if the schools in the school district are closed; however, he/she may only participate electronically three  
19 (3) times per year for this reason.

#### 20 *Family Emergency*

21 The following requirement applies to electronic attendance due to a family emergency:

22 The Board member must be absent due to the hospitalization of the member or the death or  
23 hospitalization of the member's spouse, father, mother, son, daughter, brother, sister, son-in-law,  
24 daughter-in-law, step-son, step-daughter, father-in-law, mother-in-law, brother-in-law, sister-in-law, or  
25 grandparents.

#### 26 **ELECTRONIC PARTICIPATION DURING WEATHER OR DISASTER<sup>6</sup>**

27 When inclement weather or a natural disaster makes the physical presence of a quorum of members at  
28 the location of the meeting impractical or unsafe, the Board may conduct a meeting with electronic  
29 participation without a quorum of members physically present at the location of the meeting.

30 The Board shall not conduct a meeting under this exception more than three (3) times per year.

31 All members participating in a meeting conducted with electronic participation must be visually  
32 identified in the meeting. All votes shall be taken by roll call.

33 The minutes shall reflect the members participating electronically, whether a quorum was physically  
34 present at the meeting location, and, when applicable, the basis for conducting the meeting without a  
35 physically present quorum due to inclement weather or natural disaster.

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**Legal References**

1. TCA 8-44-102(a); TCA 49-6-804(b); *Smith County Education Association v. Anderson*, 676 SW 29 328, 332-33 (Tenn. 1984)
2. 28 CFR § 36.201(a); 36.202
3. OP Tenn. Atty. Gen. 95-126
4. TCA 49-2-202(c)(1)
5. TCA 49-2-203(c); TCA 8-44-108
- ~~5-6.~~ [Public Acts of 2026, Chapter No. 852](#)

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**Cross References**

School Board Legal Status and Authority 1.100  
Section 504 & ADA Grievance Procedures 1.802