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5 School Board Use of Email and Mobile Messaging

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7 Use of email and mobile messaging by members of the Board will conform to the same standards
8 of judgment, propriety, and ethics as other forms of school board-related communication. Board
9 members will comply with the following guidelines when using e-mail and mobile messaging in
10 the conduct of Board responsibilities:

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12 1. The Board will not use e-mail or mobile messaging as a substitute for deliberations at
13 Board meetings or for other communications or business properly confined to Board
14 meetings.
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16 2. Board members will be aware that mobile messages, e-mail and e-mail attachments
17 received or prepared for use in Board business or containing information relating to
18 Board business may be regarded as public records, which may be inspected by any
19 person upon request, unless otherwise made confidential by law.
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21 3. Board members will avoid reference to confidential information about employees,
22 students, or other matters in e-mail and mobile communications, because of the risk of
23 improper disclosure. Board members will comply with the same standards as school
24 employees, with regard to confidential information.
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28 Cross Reference: 1400 Board Meetings
29 1401 Records Available to Public
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31 Legal Reference: § 2-3-103, MCA Public participation – governor to ensure guidelines
32 adopted
33 § 2-3-201, MCA Legislative intent – liberal construction
34 § 2-3-203, MCA Meetings of public agencies and certain associations
35 of public agencies to be open to public – exceptions
36 § 20-3-322, MCA Meeting and quorum
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38 Policy History:

39 Adopted on:

40 Reviewed on:

41 Revised on: 12/19/19