

KIPP Academy Charter School

Procedures Governing the Use of Videoconferencing Pursuant to the Open Meetings Law

Pursuant to Chapter 56 of the Laws of 2022, which created a new Section 103-a in the Open Meetings Law, the Board of Trustees of KIPP Academy Charter School (the “Corporation”) adopted resolutions on January 25, 2024 authorizing the use of videoconferencing to conduct its meetings, or the meetings of its Committees, consistent with the following procedures:

- Videoconferencing may be used for a meeting at which a minimum number of members are present to fulfill the Board’s, or a Committee’s, quorum requirement in the same physical location or locations where the public can attend;
- Members of the Board or Committee shall be physically present at any such meeting unless such member is unable to be physically present at the designated public meeting location(s) due to extraordinary circumstances. For purposes of these procedures, the term “extraordinary circumstances” includes, for example: (i) family or dependent care responsibilities; (ii) disability; (iii) injury; (iv) illness; (v) any Trustee who determines they are not available to attend a meeting in-person due to the need for significant travel; and (vi) any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting (for example, significant weather-related events or travel disruptions). This list is not exhaustive.
- If there is a quorum of members participating at a physical location(s) open to the public, the Board or Committee may properly convene a meeting.
- Except in the case of executive sessions conducted pursuant to Section 105 of the Open Meetings Law, the Board or Committee shall ensure that its members can be heard, seen and identified, while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon.
- The minutes of the meetings involving videoconferencing shall include which, if any, Trustees participated remotely and shall be available to the public pursuant to Section 106 of the Open Meetings Law;
- If videoconferencing is used to conduct a meeting, the Corporation’s public notice for the meeting shall inform the public that videoconferencing will be used, where the public can view and/or participate in such meeting, and identify the physical location for the meeting where the public can attend.