

including the applicable videoconference link and/or teleconference phone number; and

b. submit written comments regarding matters on the agenda prior to the meeting.

AUTHORITY NOTE: Promulgated in accordance with R.S. 42:17.2 (Act 393 of the 2023 Regular Session of the Louisiana Legislature).

HISTORICAL NOTE: Promulgated by the Louisiana Special School District Board of Directors, LR _____

NOTICE OF INTENT

**AUTHORITY NOTE:
Promulgated in accordance
with R.S. 42:17.2.**

**Louisiana Special School
District Board of Directors**

Meetings via Electronic Means (LAC _____)

In accordance with R.S. 49:950 et seq., R.S. 42:14, and R.S. 42:17.2, the Louisiana Special School District Board of Directors is proposing the following Rule, for virtual meetings so that the Louisiana Special School District Board of Directors may conduct meetings via electronic means in accordance with Act 393 of the 2023 Regular Session of the Legislature. The proposed Rule provides for regulations and procedures to allow the public and Board Members with ADA disabilities to participate via electronic means in Louisiana Special School District Board of Directors meetings that are held electronically. The first section of the Rule provides for agency eligibility. The second section of the Rule provides for postings prior to conducting a meeting via electronic means. The third section provides for electronic meeting requirements and limitations. The final section provides for disability accommodations.

Open Meetings via Electronic Means

§ _____. Agency Eligibility

A. Louisiana Special School District Board of Directors meets the criteria pursuant to Act 393 to be eligible to conduct open public meetings via electronic means.

AUTHORITY NOTE: Promulgated in accordance with R.S. 42:17.2 (Act 393 of the 2023 Regular Session of the Louisiana Legislature).

HISTORICAL NOTE: Promulgated by the Louisiana Special School District Board of Directors, LR _____

§ _____. Postings Prior to Meeting via Electronic Means

A. At least 24 hours prior to the meeting, the Louisiana Special School District Board of Directors shall post the following on the Louisiana Special School District's website:

1. meeting notice and agenda; and
2. detailed information regarding how members of the public may:
 - a. participate in the meeting via electronic means,

§ _____. Electronic Meeting Requirements

A. The Louisiana Special School District Board of Directors is authorized by R.S. 42:17.2.F(2), as a public body that primarily focuses on issues dealing with disabilities, to conduct successive meetings via electronic means without limitation.

B. To the extent practicable, a schedule of meetings identifying which will be conducted via electronic means and which will be conducted as in-person meetings may be posted on the Louisiana Special School District's website.

C. All members of the Louisiana Special School District Board of Directors, whether participating from the anchor location or via electronic means, shall be counted for the purpose of establishing a quorum and may vote.

D. An online archive of any open meetings conducted via electronic means shall be maintained and available for two years on the Louisiana Special School District's website.

AUTHORITY NOTE: Promulgated in accordance with R.S. 42:17.2 (Act 393 of the 2023 Regular Session of the Louisiana Legislature).

HISTORICAL NOTE: Promulgated by the Louisiana Special School District Board of Directors, LR _____

§ _____. Disability Accommodations

A. In the event it has the capability to do so, the Louisiana Special School District Board of Directors shall provide an opportunity for people with disabilities, or their designated caregiver, to participate in any electronic meeting via electronic means, provided that the person with a disability or their designated caregiver timely requests such accommodation prior to the meeting. If the Louisiana Special School District Board of Directors determines it does not have the above-referenced capability, it shall provide for a viable alternative method for participation in electronic meetings by people with disabilities.

B. People with disabilities are defined as any of the following:

1. a member of the public with a disability recognized by the Americans with Disabilities Act (ADA);
2. a designated caregiver of such a person; or
3. a participant Board Member with an ADA-qualifying disability.

C. The written public notice for an open meeting, as required by R.S. 42:19, shall include the name, telephone number and email address of the designated agency representative to whom a disability accommodation may be submitted.

D. The requestor shall be provided with an

accommodation, or a viable alternative method, for participation via electronic means as soon as possible following receipt of the request, but no later than the start of the scheduled meeting.

AUTHORITY NOTE: Promulgated in accordance with R.S. 42:17.2 and R.S. 42:17.2.1 (Act 393 of the 2023 Regular Session of the Louisiana Legislature).

HISTORICAL NOTE: Promulgated by the Louisiana Special School District Board of Directors, LR _____

Family Impact Statement

In compliance with Act 1183 of the 1999 Regular Session of the Louisiana Legislature, the impact of this proposed rule on the family has been considered. This proposed rule is not anticipated to have an impact on family functioning, stability, or autonomy as described in R.S. 49:972.

Small Business Analysis

Pursuant to R.S. 49:965.6, methods for reduction of the impact on small business, as defined in the Regulatory Flexibility Act, have been considered when creating this proposed Rule.

This proposed Rule is not anticipated to have an adverse impact on small businesses; therefore, a Small Business Economic Impact Statement has not been prepared.

Poverty Impact Statement

The proposed Rule should not have any known or foreseeable impact on any child, individual or family as defined by R.S. 49:973.B. In particular, there should be no known or foreseeable effect on:

1. the effect on household income, assets, and financial security;
2. the effect on early childhood development and preschool through postsecondary education development;
3. the effect on employment and workforce development;
4. the effect on taxes and tax credits;
5. the effect on child and dependent care, housing, health care, nutrition, transportation, and utilities assistance.

Provider Impact Statement

The proposed Rule should not have any significant foreseeable impact on providers as defined by HCR 170 of

2014 Regular Legislative Session. In particular, there should be no known or foreseeable effect on:

1. the effect on the staffing level requirements or qualifications required to provide the same level of service;
2. the total direct and indirect effect on the cost to the providers to provide the same level of service; or
3. the overall effect on the ability of the provider to provide the same level of service.

Public Comments

Interested persons may submit written comments on the proposed Rule until 5 p.m., _____, __, 2024, to _____, Louisiana Special School District, 2888 Brightside Dr., Baton Rouge, LA 70820, who is responsible for responding to inquiries regarding this proposed Rule.

FISCAL AND ECONOMIC IMPACT STATEMENT FOR ADMINISTRATIVE RULES

RULE TITLE: Meetings via Electronic Means

- I. ESTIMATED IMPLEMENTATION COSTS (SAVINGS) TO STATE OR LOCAL GOVERNMENT UNITS (Summary)
The Louisiana Special School District is already in possession of some of the equipment necessary to provide teleconference or video conference participation in its meetings; therefore, implementation costs are anticipated to be \$_____. However, electronic meetings could potentially reduce expenses of Board Members by negating the need for travel to a board meeting.
- II. ESTIMATED EFFECT ON REVENUE COLLECTIONS OF STATE OR LOCAL GOVERNMENTAL UNITS (Summary)
The Louisiana Special School District Board of Directors collects no revenues; therefore, there are no estimated effects on revenue collections of state or local governmental units.
- III. ESTIMATED COSTS AND/OR ECONOMIC BENEFITS TO DIRECTLY AFFECTED PERSONS, SMALL BUSINESSES, OR NONGOVERNMENTAL GROUPS (Summary)
Electronic meetings could potentially reduce expenses to directly affected persons, small businesses, or non-governmental groups by negating the need for travel to a board meeting.
- IV. ESTIMATED EFFECT ON COMPETITION AND EMPLOYMENT (Summary)
Implementation of this proposed rule is not expected to have an effect on competition and employment.

Kristy Flynn
President