

INFORMATION ON REMOTE BOE MEETING

This Monday, August 24, 2020, the Eatontown Board of Education will conduct its regularly scheduled meeting in a modified format at 7 pm. This will be a hybrid local and remote meeting. The objective is to allow participants to attend the meeting virtually from the safety of their own homes. Anyone connecting remotely will be able to participate in the meeting during public sessions.

Memorial School All-Purpose Room will be open for seating to anyone who does not have access to technology in order to comply with the Open Public Meetings Act. Those individuals who plan on attending should use the side door where the Memorial School overhang is located. Seating will be arranged in compliance with state guidance as well. The All-Purpose Room has been thoroughly sanitized by our custodial services.

The meeting will be conducted through the platform, “Zoom”. “Zoom” is a web-based application that can be used on computers as well as mobile applications for Android and Apple products. The instructions to connect are listed below.

Members of the public who join will be muted for the meeting. At the public comment section, we will open the public comment section and unmute call-ins to allow the opportunity to speak. Please be respectful and patient. Everyone who wishes to comment will be permitted to do so. If you are using the web or mobile platforms to connect, you have an option to “Raise your hand” to speak. Please see instructions below to learn how to do so.

We ask the Public to be considerate of all these issues and strongly urge you to participate remotely.

Please note that questions regarding the Reopening Plan should be vetted through the Chain of Command. We appreciate your patience and cooperation during these unprecedented and challenging times. Reopening plan information will be communicated to the school community through email as well as through the district website.

To Join from Your PC, MAC, iPhone, or Android Device:

- Click on this link: <https://us02web.zoom.us/j/81223247870>
- If you are prompted to download the utility, click “Run” or “Open” and allow the application to run.
- If you are prompted to “Open Zoom”, click “Open”, “Yes”, or “Allow”.
- If you are prompted to allow access to Camera or Microphone, click “Yes” or “Allow”.
- If you are prompted to enter your email address and name, please do so and click “Connect.”
- Use the following instructions below to navigate the tool.

Webinar controls



Audio Settings (only visible if the host hasn't granted you permission to talk): Change your [audio settings](#). You can also click the upward arrow (^) next to change your speaker.

Unmute/Mute: If the host gives you permission, you can unmute and talk during the webinar. All participants will be able to hear you. If the host allows you to talk, you will receive a notification.

Note: You can still access the audio settings by click on the ^ arrow next to the Unmute/Mute button.

Chat: Open [in-meeting chat](#), allowing you to send chat messages to and send a message to the host, panelists, and attendees (if permitted).

Raise Hand: [Raise your hand](#) in the webinar to indicate that you need something from the host. The host may instruct you on how they plan to use this. Many webinar hosts use this feature to know if an attendee has a question and would like to speak out loud.

Question & Answer: Open the Q&A window, allowing you to ask questions to the host and panelists. They can either reply back to you via text in the Q&A window or answer your question live.

Leave meeting: Click **Leave meeting** to leave the webinar at any time. If you leave, you can rejoin if the webinar is still in progress, as long as the host has not locked the webinar.

To Join from Your Telephone:

Dial by your location. You can use either phone number below.

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

Enter the Meeting ID below.

Meeting ID: 812 2324 7870

Press #.