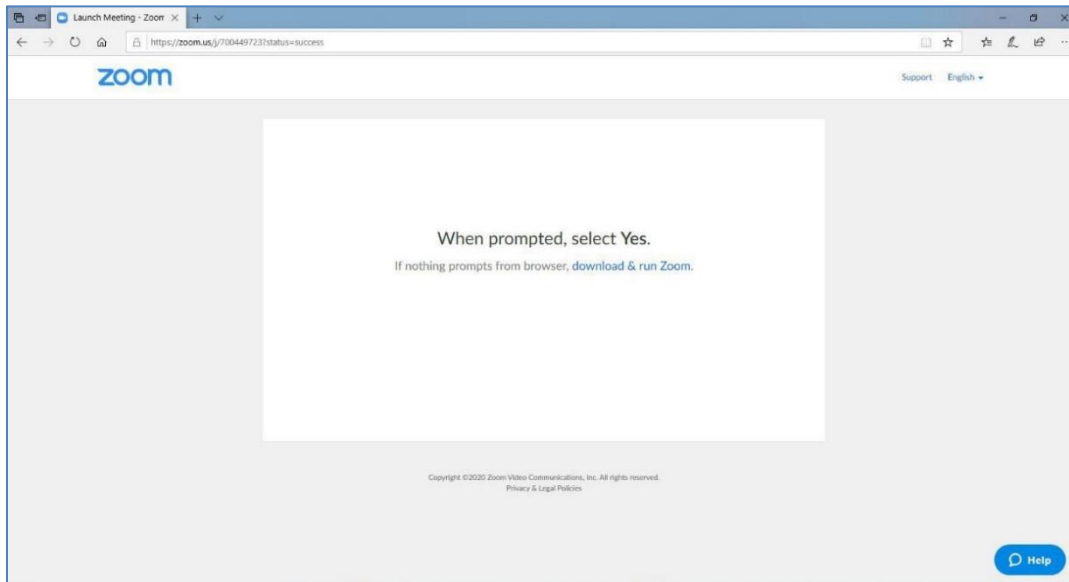


ZOOM Meeting Instructions for Board of School Director Meetings

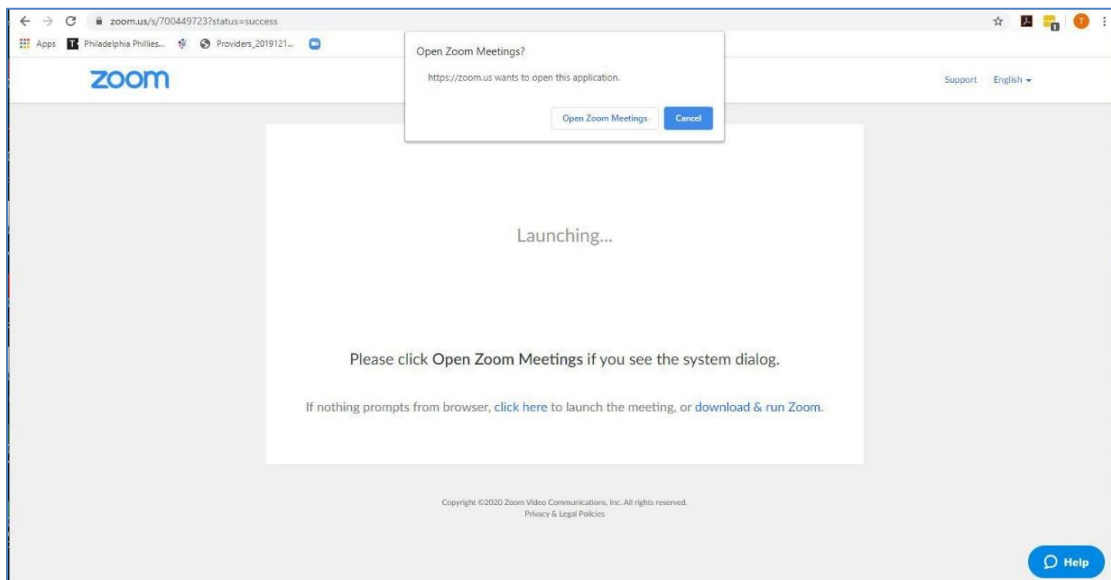
Due to the COVID-19 pandemic and mandated closure of all Pennsylvania public schools, the Penn-Delco School District is hosting its Board of School Directors meetings virtually via the ZOOM webinar platform. Board meetings will be held via ZOOM as long as Pennsylvania is in the RED or YELLOW phases of the pandemic. Please see the instructions below to access the virtual Board of School Director meetings.

In order to access the meeting as an attendee, click the link provided above.

- Once you click the link, you should see this window:

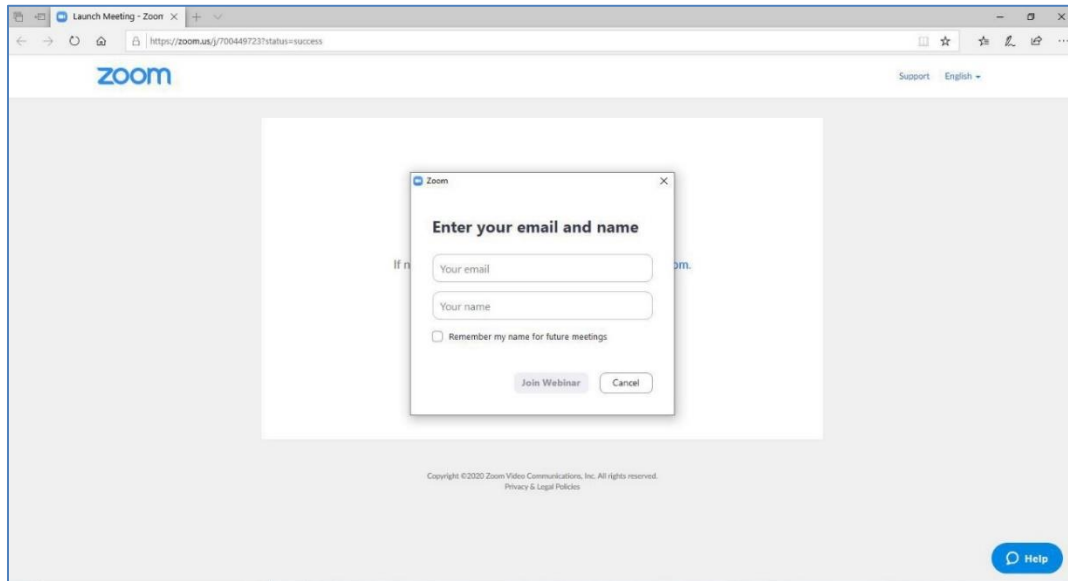


- From there, this prompt will show up, and you should click “Open ZOOM Meetings”



ZOOM Meeting Instructions for Board of School Director Meetings

- Once Zoom opens, you will be prompted to enter your email and name. Please enter your email and your first and last name and click “Join Webinar.”





Once you join the webinar, the meeting window will open.

- You can join audio via your computer if your computer has a microphone or via telephone at the numbers listed above.
- Residents who would like to have a statement read or entered into the minutes at the meeting may email the information to the Board Secretary, via Ms. Fran Closs (fcloss@pdsd.org) before 5:00pm on the date of the meeting.

Please note: In order to address the Board, you must use the “Raise Hand” button at the appropriate time in the meeting and you will be invited to speak. When a meeting participant has been recognized, they will be unmuted by the meeting host to offer public comment. Comments are subject to the Board’s usual guidelines for public participation in Board Meetings. Please indicate the following when addressing the Board:

- Full Name
- Address and Township of Residence
- Group Affiliation, if Any
- Agenda Item Number you are speaking about, or
- General Public Comment

To “Raise Your Hand” during a ZOOM webinar:

- Click **Raise Hand** in the Webinar Controls. 
- The host will be notified that you've raised your hand.
- Click **Lower Hand** to lower it if needed. 
- View the [Raise Hand Tutorial](#) for more information.

To view the agenda, click [HERE](#) and then click on the appropriate date.