

INDIVIDUAL BOARD MEMBER RESPONSIBILITIES

The only real authority lies with the board as a group. Board members should search for answers, strive for understanding, respect divergent views, support board decisions and be committed to the common good.

Although individual board members may have limited legal authority to act outside the board meeting, they do have the power to influence board discussions and affect board decisions. The role of each board member is to bring his or her perspective to the table; contribute his or her values, experiences and points of view to the decision making process; listen to the viewpoints of others; weigh the information received along with his or her own perception; and then vote on a matter before the board based on what is in the best interests of the district community and all of the students in the district.

RULES OF CONDUCT FOR INDIVIDUAL BOARD MEMBERS

- (1) To attend all regularly scheduled board meetings insofar as possible and become informed concerning the issues to be considered at those meetings.
- (2) To endeavor to make policy decisions only after full discussion at publicly held Board meetings.
- (3) To render all decisions based on the available facts and their independent judgments.
- (4) To encourage the free expression of opinion by all board members and seek systematic communications between the board and students, staff and all members of the community.
- (5) To respect the opinion of others and conform to the principle of majority rule once a decision is made.
- (6) To work with other board members to translate the educational ideals, values and goals of the community into concepts of policy and see to it that these are put into actual practice by the district administrator and staff.
- (7) To work harmoniously with other board members.
- (8) To communicate to other board members and the district administration expressions of public reaction to board policies and school programs.
- (9) To contact the appropriate administrator prior to any board meeting to clarify any issues on the agenda.
- (10) To avoid springing new issues or topics to board members and administration at board meetings without providing advance notice.
- (11) To keep informed about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by state and national school board associations.
- (12) To support the employment of individuals best qualified to serve as school staff and insist

on a regular impartial evaluation of all staff.

- (13) To avoid being placed in a position of conflict of interest and refrain from using board positions for personal gain.
- (14) To take no private action that will compromise the board or administration, and respect the confidentiality of information that is privileged under applicable laws.
- (15) To remember always the first and greatest concern must be for the educational welfare of the students attending the public schools.
- (16) To act only when in official board session; except as an officer or when specifically directed by the Board, may take actions necessary to fulfill duties.
- (17) To refer complaints to the proper school authorities and to abstain from individual counsel and action.
- (18) To remember that responsibilities for overall management and control of the property and affairs, including the development of policies, belongs to the board while the responsibilities for the day-to-day operation of the school belong to the administration.
- (19) To refrain from exercising any administrative responsibilities with respect to the school district or, as an individual, to command the services of any employee of the school district.
- (20) To be responsive to the public maintaining open communication lines with citizens in the community, informing them of the educational needs of the district, as well as actions of the board and accomplishments of the district's educational program.
- (21) To work under state and federal laws and communicate with state and federal legislators concerning the problems and needs involved in providing a quality education.

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