

<i>Policy</i>	<i>Title</i> SCHOOL COMMITTEE MEMBER AUTHORITY AND RESPONSIBILITIES	<i>Code</i> BBA
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HOLLISTON

Authority

Because all powers of the School Committee derived from state laws are granted to the community as a body, members of the School Committee have authority only when acting as a committee legally in session.

The School Committee will not be bound in any way by any statement or action on the part of an individual member except when such statement or action is a result of specific instructions of the Committee.

No member of the Committee, by virtue of his/her office, will exercise any administrative responsibility with respect to the schools or command the services of any school employee.

The School Committee will function as a body and all policy decisions and other matters, as required by law, will be settled by an official vote of the Committee sitting in formal session.

Responsibilities

The duties and obligations of the individual Committee member may be enumerated as follows:

1. To participate in New Member Orientation and online ethics training.
2. To become familiar with the General Laws of the Commonwealth relating to education and School Committee operations, regulations of the Massachusetts Board of Education, policies and procedures of this School Committee and school department.
3. To keep abreast of new laws and the latest trends in education.
4. To have a general knowledge of the goals, objectives, and programs of the town's public schools.
5. To work effectively with other Committee members without trying either to dominate the Committee or neglect his/her share of the work.
6. To respect the privileged communication that exists in executive sessions by maintaining strict confidentiality on matters discussed in these sessions, except that which becomes part of the public record, once it has been approved for release.
7. To vote and act in committee impartially for the good of the students.
8. To accept the will of the majority vote in all cases, and to remember that he/she is one of a team and must abide by, and carry out, all Committee decisions once they are made.
9. To represent the Committee and the schools to the public in a way that promotes interest and support.
10. To refer questions and complaints to the proper school authorities.
11. To comply with the accepted code of ethics for School Committee members.
12. In addition to regularly scheduled School Committee meetings (generally first and third Thursdays), members will also be assigned to subcommittees and negotiation teams. They will be assigned in such a way as to distribute the work load as evenly as possible.
13. There will also be other events School Committee members are requested to attend. Events include but are not limited to:
 - *Holliston High School graduation exercises
 - *Annual and Special Town Meetings
 - *Budget preparatory meetings
 - *Retreats
14. There will be other events School Committee members may be requested to attend. Events include but are not limited to:
 - *Community Forums with topics pertaining to school issues
 - *Annual Massachusetts Association of School Committee (MASC) Conference
 - * School Committee Office Hours

First Reading:	July 17, 1997
Second Reading:	Waived
Third Reading:	Waived
Policy Adopted:	July 17, 1997
Policy Amended:	October 15, 2009; March 4, 2010, May 29, 2014
Legal References:	
Policy Cross Reference:	BCA – School Committee Member Ethics, BIA – School Committee New Member Orientation
Procedure Reference:	

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