

INDIVIDUAL BOARD MEMBER'S AUTHORITY AND RESPONSIBILITIES

An individual Board member exercises the authority and responsibility of his/her position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. When authorized to act as the district's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board. This authority may also be delegated to district staff by action of the Board.

A Board member has the right to express personal opinions. When expressing such opinions in public, the Board member must clearly identify the opinions as his/her own.

Members will be knowledgeable of information requested through Board action, supplied by the superintendent, and gained through professional Board activities.

Members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Information

Any individual Board member who desires a copy of an existing written report or survey prepared by the administrative staff will make such a request to the superintendent who will provide a copy to each member of the Board.

Requests made by Board members for the generation of reports or information which require additional expense or extensive staff preparation time must be submitted to the Board for consideration and approval. When Board members utilize the question and answer document located within the consent agenda, district staff members will spend no more than 30 minutes answering each question. Should a response to the question require more than 30 minutes, district staff will respond with "needs further consideration and action by the Board". The Board must vote to direct the superintendent whether or not to move forward with generating the report or information. If approved, a copy of the report or information will be provided to each member of the Board.

NOTE: This section addresses the "generation of reports or information" and not existing information or public records. Public information or records requests of existing documents will be provided per governing laws and statutes.

2. Requests for Legal Opinions

Any Board Member may request a formal legal opinion from the district's legal counsel at any time, or during a Board Meeting by addressing the request to the Board President. After considering the request, the Board President will place the item on the next board meeting agenda for discussion and possible action. Upon approval, the Board President will direct the Superintendent to present the request to legal counsel. If the legal opinion sought involves the Superintendent's employment or performance, the request should be made to the Board President privately and the Board President will present the request to legal counsel. Legal counsel is responsible to the Board. Formal legal opinions are for the benefit of the Board as a whole and are not meant to act as legal opinions for the needs of individual Board Members.

3. Action on Complaints or Requests Made to Board Members

When Board members receive complaints or requests for action from staff, students or members of the public, such information is to be conveyed to the superintendent for action.

4. Board Member's Relationship to Administration

Individual Board members will be informed about the district's educational program, may visit schools or other facilities to gain information and may request information from the superintendent. Board members will not intervene in the administration of the district or its schools.

5. Contracts or Agreements Made by Individual Board Members

Contracts or agreements made by individual Board members without the Board's authority are invalid.