

Individual Board Member's Authority and Responsibilities

Duly elected new Board members will present themselves to the Board at the first regular meeting in July to assume their positions as members of the Board.

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

No member of the Board will have the authority to act in the name of the Board unless so authorized by specific motion of the Board.

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

Members will inform themselves with information requested through Board action and supplied by the superintendent, and by participating in Board professional activities.

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

1. **Request for Information:** Any individual member of the Board who desires a written report or a survey prepared by the administrative staff will make such a request to the superintendent. A copy of such material will be sent to each member of the Board. Requests for reports or information which requires additional expense to the district must be submitted to the Board for consideration.
2. **Requests for Legal Opinions:** Any member of the Board may make a request for a legal opinion. Such request, however, must be made to the superintendent. If the legal opinion sought involves the superintendent's employment or performance, the request should be made to the Board chair. Such a request will be acted upon by the entire Board and, if ordered by the Board, copies of the opinion will be distributed to all Board members. Legal counsel is responsible to the Board.
3. **Action on Complaints or Requests Made to Board Members:** When Board members receive complaints or requests 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 become informed about the educational program of the district, may visit schools or other facilities to gain information required to become so informed, and may request information from the superintendent, but will not intervene in the administration of the district or its schools.

5. Contracts Made by Individual Board Members: If a contract is made without authority of the Board, the contract is invalid and the individual making such contract is personally liable.

END OF POLICY

Legal Reference(s):

[ORS 332.045](#)

[ORS 332.055](#)

[ORS 332.057](#)

[ORS 332.075](#)

38 Op Atty Gen 1995 (1978).

South Benton Education Association v. Monroe UH School District 1, 83 Or App 425 (1987).