

### **Individual Board Member's Authority and Responsibilities**

An individual Board member exercises the authority and responsibility of his or 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.

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 or her own.

Board 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 procedures in carrying out the responsibilities of membership:

1. Request for Information

Any individual Board member who desires a written report or survey prepared by the administrative staff will make such a request to the superintendent. A copy of the material would be available to each member of the Board. Requests for reports or information which require additional expense to the district must be submitted to the Board chair for consideration.

2. Requests for Legal Opinions

Any Board member may request a legal opinion. Such request, however, shall be made through the Board chair to the superintendent. If the legal opinion sought involves the superintendent's employment or performance, the request shall be submitted to the Board chair for approval.

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

5. Contracts Made by Individual Board Members

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

END OF POLICY

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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 I, 83 Or. App. 425 (1987).