

# Grants Pass School District 7

Code: **BBAA**  
Adopted: 6/14/88  
Revised/Readopted: 2/24/04  
Orig. Code(s): BBAA

## **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/her position only when the Board is in legal session.

No member of the Board has 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 must clearly identify the opinions as his/her own.

Members will be knowledgeable of information requested through Board action, 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 the material will be sent to each member of the Board. Requests for reports or information which require additional expense to the district must be submitted to the Board for consideration.

### 2. Requests for Legal Opinions

All contacts and referrals for legal advice will be through the superintendent unless the issue of the superintendent's contract or job description is before the Board. The Board chairman, with the consent of the Board, may seek legal counsel in regard to the superintendent's contract or job description.

### 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 and for a report to the Board in writing or at a later Board meeting.

4. Board Member's Relationship to Administration

Individual Board members will be informed about the educational program of the district, 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 Made by Individual Board Members

If a contract is made without authority of the Board, the individual making such contract is personally liable.

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 1, 83 Or App 425 (1987).