

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

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 inform themselves with information requested through Board action, information supplied by the superintendent and information gained 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

Written information made available to individual Board members, as a resource for deliberations towards a Board decision, must be given to all Board members. Requests for reports or information which require additional expense (\$50 or more) to the district must be submitted to the Board for consideration.

2. Requests for Legal Opinions

Any board member may request a legal opinion. Such request, however, should be made to the superintendent. If the legal opinion sought involves the superintendent's employment or performance, the request should be made to the chairman of 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, the person making the complaint should be directed to the superintendent and informed of the district complaint procedure.

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

Contracts made by individual Board members without authority of the Board are not valid.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.045](#)

[ORS 332.055](#)

[ORS 332.057](#)

[ORS 332.075](#)

38 OR. ATTY. GEN. OP. 1995 (1978)

S. Benton Educ. Ass'n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).