

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. 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.

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.

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. Requests resulting in a significant expenditure of time and/or money shall be brought to the Board prior to fulfilling the request. A copy of the material may 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 for consideration.

2. Requests for Legal Opinions

Board member's requests for legal counsel shall be brought to the Board as a whole for formal action.

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 should be conveyed to the superintendent for appropriate action. Board members will review with the individual(s) the complaint process: (a) staff member; (b) principal (c) superintendent (d) Board. Any complaints about Board action will be referred to the Board chair for further consideration.

4. Board Member's Relationship to Administration

Individual Board members are encouraged to be informed about the school. Visiting the schools or other facilities offers a way to gain information. To ensure such visits are conducive to the instructional day and provide the least amount of disruption, prior approval of the superintendent and teacher is requested. 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

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).