

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

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 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 or hers.

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

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 require 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. 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.

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 Members'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 or agreements made by individual 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 OR. ATTY. GEN. OP. 1995 (1978)

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