

## **Bylaws of the Board**

### **Members**

#### **LIMITS OF BOARD MEMBERS AUTHORITY**

The Board of Trustees recognizes that the Board is the unit of authority over the district and that a Board member has no individual authority. Board members shall hold the education of students above any partisan principle, group interest, or personal interest.

The Board member has no individual authority. Individually, the Board member may not commit the district to any policy, act or expenditure. The Board member cannot do business with the district served, nor should the Board member have an interest in any contract with the school district in general. The Board member represents and acts for the community as a whole and does not represent any factional segment of the community.

Board member shall refer Board-related correspondence to the Superintendent or designee for forwarding to the Board or for placement of the Board's agenda.

Unless agreed to by the Board as a whole, individual members of the Board shall not exercise any administrative responsibility with respect to the schools or command the services of any school employee. Individual Board members shall submit requests for information to the Superintendent. Board members shall refer Board-related correspondence to the Superintendent for forwarding to the Board or for placement on the Board's agenda, as appropriate.

Individual Board members do not have the authority to resolve complaints. Any Board member approached directly by a person with a complaint should refer the complainant to the Superintendent or designee so that the problem may receive proper consideration and be handled through the appropriate district process.

A Board member whose child is attending a district school should be aware of his/her role as a Board member when interacting with the district employees about his/her child.

The Superintendent or designee shall provide a copy of the state's open meeting laws (Brown Act) to each Board member and to anyone who is elected to the Board but has not yet assumed office.

Board members and persons elected to the Board who have not yet assumed office are responsible for complying with the requirements of the Brown Act. (Government Code 54952.1).

**LIMITS OF BOARD MEMBERS AUTHORITY (continued)**

- (cf. 1160 - Political Processes)
- (cf. 9000 - Role of the Board)
- (cf. 9005 - Governance Standards)
- (cf. 9270 - Conflict of Interest)
- (cf. 9323 - Meeting Conduct)
- (cf. 1340 - Access to District Records)
- (cf. 4112.6/4212.6/4312.6 - Personnel Files)
- (cf. 9011 - Disclosure of Confidential/Privileged Information)
- (cf. 9322 - Agenda/Meeting Materials)
- (cf. 1312.1 - Complaints Concerning District Employees)
- (cf. 1312.2 - Complaints Concerning Instructional Materials)
- (cf. 1312.3 - Uniform Complaint Procedures)
- (cf. 1312.4 - Williams Uniform Complaint Procedures)
- (cf. 3320 - Claims and Actions Against the District)
- (cf. 4031 - Complaints Concerning Discrimination in Employment)
- (cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)
- (cf. 1240 - Volunteer Assistance)
- (cf. 5020 - Parent Rights and Responsibilities)
- (cf. 6020 - Parent Involvement)

Legal Reference:

**EDUCATION CODE**

- 200-262.4 Prohibition of discrimination
- 7054 Use of district property
- 35010 Control of district; prescription and enforcement of rules
- 35100-35351 Governing boards, especially:
- 35160-35184 Powers and duties
- 35291 Rules
- 35292 Visits to schools (Board members)
- 51101 Rights of parents/guardians

**GOVERNMENT CODE**

- 54950-54962 The Ralph M. Brown Act, especially:
- 54952.1 Member of a legislative body of a local agency
- 54952.7 Copies of chapter to members of legislative body

Management Resources:

**CSBA PUBLICATIONS**

- CSBA Professional Governance Standards, 2000
- Maximizing School Board Leadership: Boardmanship, 1996

**WEB SITES**

CSBA: <http://www.csba.org>