

## Section 1000 - Board Bylaws

### 1950 Board Member Conflicts of Interest, Ethics, and Responsibilities

1950

The objectives of this bylaw are to maintain an impartial administration of the business of the school District and to maintain public confidence in the Board of Education.

Board members are prohibited from engaging in or being a party to any of the following activities:

- 111 Representing their opinion as that of the Board or making commitments on behalf of the District or Board unless they have been specifically designated to do so by official Board action. The Board will make staff and citizens aware that only the Board, not individual members, has the right to take official action for the District. Board members may be contacted for discussion of District business or for complaints. In such situations, Board members may listen but will not make a commitment on behalf of the Board. Individual Board members do not and cannot speak for the Board or the Superintendent.
- Placing themselves in situations where prejudice, bias, favoritism, or personal gain is a motivating force in their conduct.
- Disclosing or releasing confidential information not otherwise available to members of the public in advance of the time prescribed for the release. However, this provision will not prevent a Board member from divulging or releasing confidential information regarding suspected violations of law.
- Benefiting financially from confidential information obtained due to the member's position on the Board.
- Using personnel resources, property, or funds of the District, except in accordance with prescribed constitutional, statutory, and regulatory procedures, and in accordance with good business procedures and not for personal gain or benefit.
- Soliciting or accepting a gift or loan of money, goods, services, or other things of value which tends to influence the manner in which the Board member performs their official duties.

- o Becoming employed by the District or receiving any compensation for services rendered, except compensation for attending meetings as permitted by Board policy.
- (U) Endorsing any organizations, institutions, instructional books or materials, political candidates, etc. on behalf of the District or the Board without the express approval of the full Board. Board members may individually express their personal views regarding a ballot issue or political candidate. In order to comply with these bylaws, Board members should emphasize that the viewpoint is their personal opinion and does not represent the opinion of the Board unless the Board has adopted a resolution embracing the same viewpoint. The following represents an acceptable endorsement statement from an individual Board member: "My endorsement represents my personal opinion and does not represent the view of the Board of Education because I am not authorized to speak on behalf of the Board, which can only speak as a whole body through its minutes and resolutions."

Board Members must:

- ® Attend all scheduled Board meetings insofar as possible and become informed concerning the issues to be discussed at Board meetings;
- ® Take no action that will compromise the Board or District staff and respect the confidentiality of information that is privileged under applicable law;
- 111 Make policy only after full discussion of the issues at publicly held Board meetings;
- ® Encourage the free expression of opinion by all Board members and seek systematic communications between the Board, scholars, staff, and the community;
- ® Work with other Board members to establish effective policy and to delegate authority for the administration of the schools to the Superintendent;
- ® Communicate to other Board members and the Superintendent public reaction to Board policy and District programs;
- e Become informed about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by the state and national school board associations; and

- Support the employment of those people best qualified to serve as District staff and insist on a regular, impartial evaluation of all staff.

#### Board Member Responsibilities

If a specific complaint needs attention, the Board member will explain to the complainant the District's chain of command for handling complaints or refer the complaint to the Superintendent. The Board member will also inform the complainant about the process for bringing items to the Board through the Board's agenda or through the public participation portion of the Board meeting.

#### Board Members' Code of Conduct

The Board of Education commits itself and its members to ethical and professional conduct. This includes proper use of authority and appropriate decorum when acting as Board members. As such, we pledge to uphold the following Code of Conduct:

- All Board activity will relate to the fulfillment of its mission, bound by the rules and procedures agreed to by the Board.
- All meetings of the Board are important. Each member is expected to:
  - o Inform the Board Secretary or President in advance if they anticipate missing a meeting;
  - o Read all advance materials relevant to the meeting and be prepared to discuss the topics on the agenda;
  - o Act on legislative matters only after seeking and receiving pertinent information and the Superintendent's recommendations and after full discussion by the Board; and
  - o Submit items to be placed on the agenda in ample time so that the Superintendent may assemble information bearing on the subject.
- All Board members have a legal and ethical responsibility to adhere to standards of confidentiality. Each member is bound by rules of confidentiality, basic principles of reasonable adult behavior, and the Board governance philosophies in their conduct at Board meetings or in any other official function.

- o The Board speaks with one voice or not at all. Members' individual interactions with the Superintendent, staff, public, media, or others have no authority except when explicitly authorized by the Board.
- o As trustees, members of the Board appreciate and consider the special interests of the District but will act in the broadest terms to represent the needs of scholars and the District as a whole.
- o Recognize that actions of the Board remain in effect until modified.
- o The Board has and will adopt clear expectations for group and individual behavior, including but not limited to Policy/Bylaw 1001, 1032, 1040, 1150, 1160, 1320, 1900, and 1950. There will be consequences for violations.

Approved: June 29, 2009

Revised: June 20, 2011

Revised: July 29, 2024

Adopted: July 29, 2024

LEGAL REF: OAG, 1985-1986, No 6368, p 296 (June 5, 1986); OAG, 1989-1990, No 6642, p 274 (January 2, 1990); OAG, 1991-1992, No 6728, p 172 (August 26, 1992)