
CLOVIS UNIFIED SCHOOL DISTRICT

BOARD BYLAWS

DUTIES AND LIMITS OF AUTHORITY OF BOARD MEMBERS

PURPOSE: To address the duties and limits of authority of individual Board members.

A. Limits of Board Members Authority

As publicly elected officials, Board members may choose to be accessible and responsive to their constituents, to meet with their constituents, and to express their individual opinions and concerns. However, the Board, as a whole, is the unit of authority over the District and an individual Board member has no individual authority to act on behalf of the District, unless directed to do so by the Board. The Board shall not be bound in any way by any statement or action on the part of an individual member except when such statement or action is pursuant to specific instruction by the Board. Individual Board members shall represent the Board at official functions, such as public hearings, only by official appointment or direction from a majority of the Board in public session.

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 District employee. No member of the Board has any legal authority to direct the Superintendent on an individual basis. 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 District employees about his/her child. Because his/her position as a Board member may inhibit the performance of school personnel, the Board member should inform the Superintendent or designee before volunteering in his/her child's classroom.

The Superintendent or designee shall provide information regarding the state's open meeting laws (Brown Act) to each new Board member.

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)

B. Duties of Board Members

The major duties of an individual Board member include the following:

1. Be familiar with laws governing public school districts and District policies.

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2. Develop a general understanding of the priorities, goals, and objectives of the District.
3. Attend regular and special Board meetings and be prepared to act upon agenda items.
4. Vote and act in the Board meetings impartially, ethically, and in compliance with the law and in the best interest of the District.
5. Accept the will of the majority Board vote.
6. Refer inquiries or concerns to the Superintendent.
7. Follow established rules of order in the conduct of Board meetings.
8. Participate in Board development activities by attending conferences and workshops designed to enhance ability to perform Board duties as needed.
9. Visit schools of the District.
10. Adhere to applicable laws and board policies.

Adopted: 09/23/2020

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

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