

BOARD MEMBER AUTHORITY IN INTERACTIONS WITH DISTRICT STAFF AND DISTRICT OPERATIONS

Requesting Information. When an individual Board member requests data, reports, or other information from the District in his/her capacity as an elected District official, such requests shall be submitted to and coordinated through the District Administrator. The District Administrator may determine an appropriate response to the request or refer the request to the Board for further consideration. If a Board member seeks to inspect or receive copies of District records in some other capacity (e.g., parent of a student, member of the general public, etc.), the Board member should clarify to the custodian of records that his/her request is not being submitted in his/her capacity as an elected District official.

In the event that a Board member is making an inquiry about the conduct of the district administrator, questions and any subsequent investigation shall be led by the Board president or vice-president.

Directing Work of District Employees. Unless authorized by the Board, or unless reasonably required in the performance of his/her legal or Board-authorized duties as a Board officer, an individual Board member shall not attempt to direct the work of District employees.

Access to Schools and District Operations. If an individual Board member wishes to visit and observe a District activity or operational area that is not generally open to a public audience, including visits to schools and classes during school hours, the Board member may do so in a manner consistent with any other specific role that the Board member has (e.g., as a parent of a student, if applicable) or by scheduling a visit as a Board member in advance with the relevant building principal or with the District Administrator. In the event that the administration and individual Board member disagree as to the timing or purpose of a Board member's request to schedule such a visit, the request may be referred to a Board meeting for consideration by the Board.

APPROVED: December 19, 2022