

**MEMBERS LIMITS OF AUTHORITY**

**Limits of Board Members Authority**

The County Board is the unit of authority over the County Office. It has broad but clearly limited powers. The exercise of its authority is restricted to the functions required or permitted by law, and then only when it acts in a legally constituted meeting.

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

Individual members of the Board, by virtue of holding office, 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. At his/her discretion, the Superintendent may refer the request to the entire Board for consideration. If approved, the Superintendent or designee shall perform any necessary research associated with the request and report to the Board at a future meeting.

A Board member may serve as a volunteer at the County Office, with the approval of the Superintendent or designee.

**Obligations of Board Members**

Board members should hold the education of children and youth above any partisan principle, group interest or personal interest.

Board members should understand their role and the programs offered by the district. They should study all agenda materials before the meeting, participate in the discussion of items which come before the Board, vote on motions and resolutions, and abstain only for compelling reasons.

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

Board members and persons elected to the Board are responsible for complying with the requirements of the state's open meeting laws.

The Superintendent or designee shall provide a copy of the Brown Act to each Board member and to anyone who is elected to the Board.

*Legal Reference:*

EDUCATION CODE

7054 *Use of district property*

35010 *Control of district; prescription and enforcement of rules*

35100-35351 *Governing boards - especially*

35160-35184 *Powers and duties*

35230-35240 *Corrupt practices*

35291 *Rules*

35292 *Visits to schools (Board members)*

GOVERNMENT CODE

54952.1 *Member of a legislative body of a local agency*

54952.7 *Copies of chapter to members of legislative body*

54959 *Penalty for unlawful meetings*

Bylaw adopted: September 16, 1991  
Revised: August 18, 1997