



8410

Duties of Directors

Policy 8410

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I. PURPOSE

By answering the call to public service, each school board director commits to contributing to the formation of an effective and responsible school board which acts in the interests of the entire district and all of its students. To that end this policy exists to assist directors in fulfilling that commitment.

II. GENERAL STATEMENT OF POLICY

- A. School board directors govern in the interests of the district as a whole. Directors make no personal promises or undertake any independent action that might compromise the Board as a whole. Authority rests with the school board as whole in legal session, not in individual Directors, unless expressly authorized.
- B. School board directors act responsibly toward the task of governance by:
1. Attending all board meetings unless prevented from doing so for good cause;
 2. Coming to board meetings well prepared, having read all relevant documents;
 3. Being informed of the proper duties and functions of a school board Director and engaging in ongoing professional development;
 4. Making decisions in board meetings on the available information, and only after all sides of debatable questions have been presented;
 5. Recognizing that school business may be legally transacted only in an open meeting of the school board;
 6. Maintaining confidentiality of privileged information, including statements made in Executive Session.
 7. Delegating details of board action to administrative employees;
 8. Recognizing that appointed committees serve only in an advisory capacity to the school board;
- C. School Board Directors maintain good working relationships with other Directors by:
1. Listening to all points of view and respecting the right of others to have and express opinions;
 2. Working with fellow board members in a spirit of cooperation when there are differences of opinion;
 3. Sharing the work of the Board equitably, including external and internal committee assignments and other tasks as designated by the Board as a whole.
- D. School Board Directors maintain the appropriate relationship with the Superintendent and his or her staff by:
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1. Exercising control over the management of the School District through the establishment of policies for the operation of the District and the employment of a Superintendent;
 2. Holding the Superintendent responsible for the administration of the school district and giving the Superintendent authority commensurate with that responsibility;
 3. Participating in school board action after considering the recommendation of the superintendent and only after the Superintendent has furnished adequate information supporting the recommendations;
 4. Expecting the superintendent to keep the school board adequately informed at all times through both oral and written reports;
 5. Giving the superintendent counsel and advice;
 6. Protecting all school personnel by referring any concerns to the Superintendent or her or his designated staff.
 7. Providing support for the Superintendent and employees of the District so they may perform their proper functions on a professional level.
- E. School Board Directors endeavor to meet their responsibility to the community by:
1. Working to determine both the present and future educational needs of the school district when making decisions;
 2. Attempting to obtain adequate financial support for the District by every available legal means;
 3. Communicating actively with the community and interpreting the needs and attitudes of the community, to the best of their ability;
 4. Insisting that fiscal information and all business transactions of the school district are presented in an ethical, transparent and responsible manner.
- F. School Board Directors fulfill their legal obligations by:
1. Complying with all federal, state and local laws relating to board function;
 2. Complying with all District policies as adopted by the school board;
 3. Abiding by all rules and regulations as promulgated by the Minnesota Department of Education and other federal and state agencies with jurisdiction over school districts.

Legal References:

Minn. Stat. §123B.02 (General Powers of Independent School Districts)

Minn. Stat. §123B.09 (Boards of Independent School Districts)

Minn. Stat. §128D.01 (Special Independent District: Minneapolis)

Minn. Stat. §128D.04 (District Like Independent District; Exception)

Cross References:

MPS Policy 8110 (Purposes and Role of the Board)

MPS Policy 8400 (Orientation of Members)

MSBA Service Manual, Chapter 1, School Board Member Code of Ethics