

I. PURPOSE

The purpose of this policy is to assist NWSISD individual school board members in understanding his/her role as part of a school board and in the contribution that each member must make to develop an effective and responsible school board.

II. GENERAL STATEMENT OF POLICY

Each school board member shall follow the code of ethics stated in this policy.

A. AS A MEMBER OF THE SCHOOL BOARD I WILL:

1. Attend school board meetings.
2. Come to the meeting prepared for discussion of the agenda items.
3. Listen to the opinion and views of others (including but not limited to, other school board members, administration, staff, students and community members).
4. Vote my conscience after informed discussion, unless I abstain because a conflict of interest exists.
5. Support the decision of the school board, even if my position concerning the issue was different.
6. Recognize the integrity of my predecessors and associates.
7. Be primarily motivated by a desire to provide the best possible education for the students of the NWSISD member school districts.
8. Inform myself about the proper duties and functions of a school board member.

B. IN PERFORMING THE PROPER FUNCTIONS OF A SCHOOL BOARD MEMBER I WILL:

1. Focus on education policies as much as possible.
2. Remember my responsibility is to set policy – not to implement policy.
3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.
4. Recognize that my responsibility, exercised through the actions of the school board as a whole, is to see that NWSISD is properly run, not to run them myself.
5. Work through the Executive Director – not over the Executive Director.
6. Delegate the implementation of school board decisions to the Executive Director.

C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE SCHOOL BOARD I WILL:

1. Respect the rights of others to have and express opinions.
2. Recognize that authority rests with the school board in legal session, not with the individual members of the school board except as authorized by law.
3. Make no disparaging remarks, in or out of school board meetings, about other members of the school board or their opinions.
5. Make decisions by voting in school board meetings after all sides of debatable questions have been presented.
6. Insist that committees be appointed to serve only in an advisory capacity to the school board.

D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY I WILL:

1. Attempt to appraise and plan both the present and future educational needs of NWSISD and its member school districts and the community.
2. Attempt to obtain adequate financial support for NWSISD programs and activities.
3. Insist that NWSISD business transactions be on an ethical, open, and above board basis.
4. Strive to uphold my responsibilities and accountability to the taxpayers in my school district.

E. IN WORKING WITH THE EXECUTIVE DIRECTOR I WILL:

1. Hold the Executive Director responsible for the administration of NWSISD.

2. Give the Executive Director authority commensurate with his or her responsibilities.
 3. Assure that NWSISD will be administered by the best professional personnel available.
 4. Consider the recommendation of the Executive Director in hiring all staff members.
 5. Participate in school board action after considering the recommendation of the Executive Director and only after the Executive Director has furnished adequate information supporting the recommendation.
 6. Insist the Executive Director keep the school board adequately informed at all times.
 7. Offer the Executive Director counsel and advice.
 8. Recognize the status of the Executive Director as a non-voting Ex-officio member of the school board.
 9. Refer all complaints to the Executive Director or insist that they be presented in writing to the whole school board.
 10. Present any personal criticisms of staff to the Executive Director.
 11. Provide support for the NWSISD Executive Director and staff so they may perform their proper functions on a professional level.
- F. IN FULFILLING MY LEGAL OBLIGATIONS AS A SCHOOL BOARD MEMBER I WILL:
1. Comply will all federal, state and local laws relating to my work as a school board member.
 2. Comply will all NWSISD policies as adopted by the school board.
 3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other state and federal agencies with jurisdiction over school districts.
 4. Recognize that school district business may be legally transacted only in an open meeting of the school board.
 5. Avoid conflicts of interest and refrain from using my school board position for personal gain.
 6. Take no private action that will compromise the school board or administration.
 7. Guard the confidentiality of information that is protected under applicable law.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.143, Subd. 1 (Executive Director)

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

Adopted: September 18, 2002

Revised: February 16, 2011