

Linn Benton Lincoln Education Service District

Code: **BBF**
Adopted: 7/8/98
Revised: 1/10/17

Board Member Standards of Conduct and Working Agreements

A Board member should:

1. Comply with ethics laws for public officials;
2. Recognize that the Board chair can't take away the right of a board member to ask questions, but can regulate the questions asked and time spent on the question;
3. Be prepared to make informed decisions and if you need support contact the Board chair or Superintendent in advance;
4. Understand that the Board sets the standards for the district through Board policy. Board members do not manage the ESD on a day-to-day basis;
5. Understand that the Board makes decisions as a team. Individual Board members may not commit the Board to any action;
6. Respect the right of other Board members to have opinions and ideas which differ;
7. Recognize that decisions are made by a majority vote of the Board and should be supported by all Board members;
8. Make decisions only after the facts are presented and discussed;
9. Understand the chain of command and refer problems or complaints to the Superintendent or Board Chair;
10. Recognize that the Board must comply with the Public Meetings Law and only has authority to make decisions at official Board meetings;
11. Insist that all Board and ESD business is ethical and honest;
12. Be open, fair and honest — no hidden agendas;
13. Understand that you will receive information that is confidential and cannot be shared;
14. Recognize that the Superintendent or designee is the Board's advisor and should be present at all Board meetings, except when the Board is considering the Superintendent's evaluation, contract or salary;

15. Take action only after hearing the Superintendent's recommendations;
16. Do not bring personal or family problems into Board considerations;
17. Give the staff the respect and consideration due skilled, professional employees;
18. Present personal criticism of district operations to the Superintendent, not to district staff or to a Board meeting;
19. Respect the right of the public to attend and observe Board meetings;
20. Respect the right of the public to be informed about district decisions and ESD operations as provided by law;
21. Remember that content discussed in executive session is confidential;
22. Use social media Web sites and electronic mail judiciously in a manner that does not violate Oregon's Public Meetings Laws;
23. When using social media Web sites and electronic mail, Board members will treat and refer to other Board members, staff, students and the public with respect;
24. Never post or share confidential information about students, staff or district business on any Web sites.
25. Follow the Board Working Agreements:
 - a. Follow established processes.
 - b. All monitor and identify when processes aren't followed.
 - c. Listen with intent and maintain civil behavior while agreeing to disagree agreeably no matter what the opinion.
 - d. Provide opportunity for each Board Member to state their position.
 - e. Say to anyone only what you would be willing to say to all.
 - f. Recognize that the quantity and quality of information required by each board member to make a decision is different.
 - g. Board members will request information from the Board Chair or Superintendent. If the Superintendent feels a board member's request for information is excessive, she can bring the request to the whole board and let the board decide if the request is excessive.
 - h. Any information provided to one board member is offered to all board members.
 - i. The Board and Superintendent will work together while respecting the functions of each.
 - j. Remember to ask questions for clarification and deeper understanding.
 - k. Do not dominate the discussion or the questioning.
 - l. Give each other permission to point out when discussion or questioning may be inappropriate or excessive for the entire group.
 - m. Be prepared to make an informed decision and if you need additional information contact the board chair or Superintendent in advance.
 - n. Revisit agreements collectively on a regular basis.

END OF POLICY

Legal Reference(s):

[ORS 162.015 - 162.035](#)
[ORS 162.405 - 162.425](#)
[ORS 192.630](#)

[ORS 244.040](#)
[ORS 244.120](#)
[ORS 334.095](#)

[ORS 334.100](#)