

# **Dickinson Public Schools**

## **Board Member Responsibilities and Expectations**

The Dickinson Public Schools Board of Education is elected by the citizens to be legally responsible for all major decisions regarding school board policy, the budget, expenditures and expansion. The Board has complete and final control over local school matters. Only State and Federal law limit it. The school board acts officially only as a corporate group. An individual Board member has no authority outside of a formally called Board meeting. No one acts in the name of the Board except when authorized by the Board to do so. Board members are discouraged from focusing on a single issue or area. Each board member should have an all-encompassing interest in the welfare of the school district as a whole. It is the Administration's job to implement policies and to supervise the day-to-day operation of the school district. Five individuals form the Board of Education. They are elected to four-year terms for which they receive compensation in accordance with Board Policy BDD. There is a service requiring dedication to the district and to the community.

### **Meeting Preparation and Attendance**

1. Attend all scheduled meetings of the Board of Education, including regular monthly meetings, special meetings and board workshops. The regular meeting of the Board is held at 5 p.m. on the second Monday of the month. (Board Policy BC)
2. Inform yourself concerning the issues to be considered at those meetings. Read the background materials on agenda items and come to the meeting prepared to cast informed votes that will benefit the district's students and employees. (School Board Policy BCAA)
3. Speak with your employer about your Board of Education duties and how they may impact your job. For example, each board member is expected to participate on interview committees which are typically held during the work day.

### **Committees of the Board** (School Board Policy BBBB)

1. Serve on standing committees of the board as appointed.
2. Serve on interview committees for teaching and administrative positions as appointed.
3. Serve on other committees as requested.

### **Board Member Training** (School Board Policy BE)

1. Attend an orientation session to the Dickinson Public Schools conducted by the superintendent and business manager. (Board Policy BEB)
2. Attend New Board Member Training. State law (ND Century Code 15.1-09-32) requires each member of the Board of Education to attend the new board member seminar, conducted each fall by the North Dakota School Boards Association (NDSBA) in conjunction with the NDSBA annual conference.
3. Attend the NDSBA annual conference held in the fall in Bismarck. All expenses are paid by the Dickinson Public Schools. Board members are encouraged to attend.
4. Attend the National School Boards Association annual conference held in the spring. All expenses are paid by the Dickinson Public Schools. Board members are encouraged to attend.

### **Other Responsibilities**

1. Attend and participate in Dickinson High School graduation ceremonies, held annually. This frequently occurs on Sunday afternoon during Memorial Day weekend.
2. Select, as a board, the superintendent as the chief executive officer (Board Policy CAAA) and evaluate the superintendent's job performance twice annually as required by law (Board Policy CAAB).