

MEMBERSHIP

0141 Number

The Board shall consist of five (5) members each of whom is elected by a single member district. Each member of the Board shall serve as the representative of the entire District, rather than as the representative of his/her single member district.

0141.2 Conflict of Interest

~~Board members shall adhere to standards of conduct and abjure conflicts of interest as defined by statute.~~

A School Board member shall not have any direct financial interest in a contract with the School District nor shall s/he furnish directly any labor, equipment, or supplies to the District.

In the event a Board member is employed by a corporation or business or has a secondary interest in a corporation or business which furnishes goods or services to the School District, the Board member shall declare his/her interest and refrain from debating or voting upon the question of contracting with the company.

F.S. 112.311, 1001.42

0142 Qualifications

Each member of the Board shall meet the qualifications specified by F.S. 1001.34.

0142.1 Oath

Before entering upon the duties of office after election, or within ten (10) days of appointment if appointed, members shall take the prescribed oath of office. F.S. 1001.37

0142.3 Orientation

The Board believes that the preparation of each Board member for the performance of Board duties is essential to the effectiveness of the Board's functioning. The Board shall encourage each new Board member to understand the functions of the Board, acquire knowledge of matters related to the operation of the schools, and

learn Board procedures. Accordingly, each new Board member, when his/her election is certified, shall receive for use during his/her term on the Board:

- A. a copy of the Florida Ethics Law;
- B. a copy of the Board policy manual;
- C. a copy of each current negotiated agreement;
- D. the current budget statement, audit report, and related fiscal materials.

The Board will establish and maintain a library of publications and reference materials for the use of Board members and will provide a new Board member with a list of references that should be reviewed.

The Superintendent shall provide an orientation program for newly elected Board members to commence as soon as possible after their new term begins. This orientation shall reflect, among other things, the purpose and role of the Board, the conduct of individual Board members, an overview of educational programs, and a review of Board rules and policies. Each new Board member shall be invited to meet with the Superintendent and members of the Superintendent's cabinet to discuss District functions, policies, and procedures.

The Board shall encourage the attendance of each new Board member at orientation and training meetings.

0143 Election

Members of the Board shall be elected to represent single member districts in accordance with law and once elected shall represent the entire District.

F.S. 1001.362

0143.1 ~~Single Member District~~ Residence Areas

As provided by law, the Board may make any changes it deems necessary in the boundaries of any Board member residence area in odd-numbered years, provided that such a change shall not disqualify an incumbent member during his/her elected term.

0144 Term

Board members shall be elected at the general election in November for staggered terms of four (4) years arranged so that, of five (5)

members, three (3) members shall be elected at one general election and two (2) members shall be elected at the next ensuing general election. The term of office shall begin on Tuesday two (2) weeks after the general election held in the same year.

F.S. 1001.35, ~~1001.371~~ F.S. 100.041(3)(a) and (b)

0145 Filling a Board Vacancy

A vacancy occurs on the Board when one (1) of the following events occurs:

- A. death of the incumbent.
- B. failure to maintain the residence required.
- C. failure of the person elected or appointed to qualify within thirty (30) days from commencement of the term, as an elector residence within the District within thirty (30) days after the organization of the Board or of the appointment or election of the School District and a resident of the residence area from which the member was elected before taking office, or failure of the person appointed to qualify as an elector of the School District and a resident of the residence area for which the member was appointed with ten (10) days of said appointment.
- D. Resignation.
- E. removal from office.
- F. unexplained absence for sixty (60) consecutive days.

Vacancies shall be filled through appointment by the Governor.

F.S. 1001.38

Revised 4/22/08, Fla. Const. Art. X, Section 3

0146 ~~Removal~~ Suspension and Removal From Office

The Governor is empowered to suspend ~~or remove~~ for cause an elected or appointed Board member. Convictions of certain offenses and failure to adhere to prescribed standards of conduct as defined by statute are grounds for removal from office.

~~F.S.~~ Fla. Const. Art. IV, Section 7

0147 Compensation

Board members shall receive compensation for their services as specified in F.S. 1001.395.

The Board may authorize all approved expenses for membership of its Board members in recognized school board associations. Expenses of a Board member incurred in the performance of his/her duties will be paid by the District, provided that each such member submits a written statement of his/her expenses consistent with Board policy and within the constraints of budgeted resources.

A Board member shall receive term life insurance in an amount equal to their annual salary and medical insurance coverage with an option to purchase additional coverage at prescribed rates. Board members are eligible to participate in the Florida Retirement System as specified by law. Board members shall not receive sick leave or vacation pay.

0148 Use of Equipment and Services

The Superintendent is authorized to make available to Board members for their official use the following equipment and services:

- A. routine office supplies, computer, internet connection, cell phone, ~~Blackberry~~, printer, fax machine, desk, chair, and filing cabinet.
- B. business cards and stationary.
- C. ~~telephone credit card~~
- D. appropriate equipment and software as a result of new technologies.

Any additional non-budgeted items desired by members must have Board approval. Equipment and services shall be acquired in accordance with District purchasing and property accounting procedures and shall be accounted for by the Superintendent. Equipment must be returned on the last day of service.

F.S. 1001.41

~~Revised 4/22/08~~

0149 Access to Records

Individual members of the Board do not possess the powers that

reside in the Board, but no member of the Board shall be denied documents or information to which s/he is legally entitled and which are required in the performance of his/her duties as a Board member.

Access to District personnel records shall be subject to Board policy and State statute.

Information obtained from employee personnel records by members of the Board shall be used only for the purpose of aiding the members to fulfill their legal responsibilities in making decisions on such matters as appointments, assignments, promotions, demotions, remuneration, discipline, and dismissal, or to aid the development and implementation of personnel policies, or for such other uses as are necessary to enable the Board to carry out its legal responsibilities.

0149.1 Public Expressions of Members

The Board Chairman shall function as the official spokesperson for the Board.

From time to time, however, individual Board members may make public statements on school matters to local media and/or to local or State officials.

~~Sometimes the statements imply, or the readers (listeners) infer, that the opinions expressed or statements made are the official positions of the Board. The misunderstandings that can result from these incidents can embarrass both the member and the Board. Therefore,~~ Board members should, when writing or speaking on school matters to the media, legislators, and other officials, make it clear that their views do not necessarily reflect the views of the Board or of their colleagues on the Board.

Under no circumstances shall Board members use e-mail or other electronic media to discuss among themselves Board business that is only to be discussed in an open meeting of the Board, is part of an executive session, or could be considered an invasion of privacy if the message were to be monitored by another party.

There should be no expectation of privacy for any messages sent by e-mail or other electronic media. Messages that have been deleted are still accessible on the hard drive, if the space has not been occupied by other messages. Messages, deleted or otherwise, are subject to disclosure under the Public Records Act, unless an exemption would apply.

0149.2 Board Member Participation at District Committee Meetings

The Board believes that the involvement of stakeholders in the formulation of recommendations to the Superintendent and the Board is essential to good decision-making. To ensure that the presence of Board members at committee meetings does not unduly influence or stifle committee deliberations, their attendance shall be in an observer status. Board members shall participate in committee discussions as members of the public. Statements by Board members which reflect personal opinion will be clearly identified as such to committee members.

0149.3 Board-Staff Communications

The School Board is a policy making body and its individual members do not have authority to direct the day-to-day operations of the District or its employees. Nevertheless, the Board believes that open channels of communication between itself and the staff will benefit the District. The preferred line of official District communication should, however, be through the Superintendent.

A. Staff Communications to the Board

All communications regarding official business of the District from staff members to the Board or its committees should be preferably submitted through the Superintendent. The Superintendent shall forward such communications received from staff members to the Board no later than seven (7) days following receipt.

If a staff member chooses to communicate directly with the Board regarding District business, then that communication should be sent to all members of the Board and the Superintendent should be copied as well.

This communication protocol is not intended to deny any staff member his/her constitutional right of free speech or the right to appeal to or otherwise address the Board on important matters through established procedures.

B. Board Communications to Staff

All official communications, policies, and directives of the Board of staff interest and concern to the staff will generally be communicated through the Superintendent, who shall also keep staff members informed of the Board's concerns and actions.

C. Social Interaction

Both staff and Board members share an interest in the schools and in education generally, and it is to be expected that when they interact at social affairs and other functions, they will informally discuss such matters as educational trends, issues, and innovations, and general activities of the District. However, since individual Board members are not authorized to act on behalf of the Board unless in open public session or when specifically vested with such authority, it will be considered to be unacceptable conduct for individual Board members to discuss with members of the staff personnel grievances or other complaints if procedures to seek remedy for such grievances or complaints have been established in Board policy or in the collective bargaining agreement.