

# Rolette School District #29

## Board Member Responsibilities and Expectations

The Rolette Public School Board 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. 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.

It is the Administration's job to implement those policies and to supervise the day-to-day operation of the school district.

There are five individuals from the School Board. They are elected to three-year terms for which they receive compensation in accordance with Board Policy BDD. This is a service requiring dedication to the District and to the community.

## Meeting Preparation and Attendance

1. Attend all scheduled meetings of the School Board, including regular monthly meetings, special meetings, committee meetings and board workshops. The regular meeting of the Board is set each year in July.
2. Inform yourself concerning the issues to be considered at those meetings. Read the background materials on agenda items (ask questions, if needed) and come to the meeting prepared to cast informed votes that will benefit the district's students and employees.
3. Speak with your employer about your Board of Education duties and how they may impact your job.

## Committees of the Board (Committees meet a minimum of twice a year)

1. Serve on standing committees of the board as appointed.
2. Serve on other committees as requested.

## Board Member Training

1. Attend New Board Member Training. State law (ND Century Code 15.1-09-32) **requires** each member of the School Board 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. (Late October)
2. Attend the NDSBA annual conference held in the fall in Bismarck. All expenses are paid by the Rolette School District. Board members are strongly encouraged to attend.
3. Attend the NDSBA Negotiations workshop held in February in Bismarck. All expenses are paid by the Rolette School District. Board members are strongly encouraged to attend. Negotiations committee members should plan on attending.
4. Familiarize yourself with NDCC section 15.1-09, understand clearly NDCC section 15.1-09-33.

## Other Responsibilities

1. Select, as a board, the superintendent and evaluate the superintendent's job performance twice annually as required by law.
2. Select, as a board, the business manager and evaluate of the business manager's job performance annually.
3. Attend and participate in Rolette High School graduation ceremonies, held annually. This frequently occurs on Saturday or Sunday afternoon during Memorial Day weekend.