

BOARD DUTIES

The Board, functioning within the framework of laws, court decision, Attorney General's opinions, local counsel's opinions, and similar mandates from the state and national levels of government, and recognizing the authority of the State, fulfills its mission as the governing body of the public school by acting as follows, in the execution of its duties

1. Enacts policy
2. Adopts courses of study and provides instructional aids
3. Employs all staff members and fixes and prescribes their duties
4. Approves the budget, financial reports, audits, major expenditures, payment of obligations, and policies whereby the administration may formulate procedures, regulations, and other guides for the orderly accomplishment of business
5. Estimates and seeks to provide funds for the operation, support, maintenance, improvement, and extension of the school system
6. Provides for the planning, expansion, improvement, financing, construction, maintenance, use, and disposition of physical plants of the school system
7. Prescribes the minimum standards needed for the efficient operation and improvement of the school system
8. Evaluates the educational program to determine the effectiveness with which the school is achieving the educational purpose of the school system
9. Requires the establishment and maintenance of records, accounts, and procedures considered essential to the efficient conduct of school business

Duties of Board Members

The duties and obligations of an individual Board member may be enumerated as follows:

1. To familiarize himself/herself with the State School laws, regulations of the State Department of Education, Heartland Community School District policies, rules, and regulations.
2. To have a general knowledge of educational aims and objectives of the system.
3. To work harmoniously with other Board members without trying either to dominate the Board or neglect his/her share of the work.
4. To vote and act in the Board meetings impartially for the good of the district.
5. To accept the will of the majority vote in all cases and give wholehearted support to the resulting policy.
6. To represent the Board and the Heartland Community Schools to the public in such a way as to promote both interest and support.
7. To refer complaints to the proper school authorities and to abstain from individual counsel and action.

Reviewed _____ Revised _____

Guidelines for Board Members

The effective school board member should:

1. Be personally committed to a strong public school system.
2. Have a first-hand knowledge of the public schools.
3. Have the ability to work closely with young people--to listen to and hear their ideas with an open heart and mind.
4. Have the courage to press for the necessary resources.
5. Use good judgment in community and business affairs.
6. Have the time, the will, and the physical stamina to serve.
7. Have the ability to function as a member of a team.
8. Respect the opinion of others.
9. Be a person of integrity, loyalty, and sincerity.
10. Have no business interests which will conflict with activities of the board.