

SCHOOL COMMITTEE MEMBER AUTHORITY

Authority

Because all powers of the Arlington School Committee derived from state laws are granted in terms of action as a group, members of the School Committee have authority only when acting as a committee legally in session.

The School Committee will not be bound in any way by any statement or action on the part of an individual member except when such statement or action is a result of specific instructions of the committee.

No individual member of the committee, any subcommittee, or any advisory committee to the School Committee will, by virtue of his or her office, exercise any administrative responsibility with respect to the schools or command the services of any school employee. All requests for administrative time to fulfill information, data, analysis or research requests shall be subject to majority vote of the School Committee or one of its subcommittees or advisory committees.

The Arlington School Committee will function, as a body and all policy decisions and other matters, as required by law, will be settled by an official vote of the committee sitting in formal session. Any draft motions that are submitted by individual members in advance of a formal session shall be forwarded to the committee's Executive Secretary, who shall in turn facilitate their further distribution, so as to avoid the appearance of deliberation outside the meeting.

In keeping with the spirit of the unit action concept, School Committee members should not accept any long-term or ongoing assignments within the schools except with the expressed permission of the full Committee. Specific visits by members, singly or in groups, to see programs or for any other committee business should be properly arranged and appropriate administration notified.

Duties

The duties and obligations of the individual committee member may be enumerated as follows:

1. To become familiar with the General Laws of the Commonwealth relating to education and School Committee operations, regulations of the Massachusetts Board of Education, policies and procedures of this School Committee and school department.
2. To keep abreast of new laws and the latest trends in education.

3. To have a general knowledge of the goals, objectives, and programs of the town's public schools.
4. To work effectively with other committee members without trying either to dominate the committee or neglect his share of the work.
5. To respect the privileged communication that exists in executive sessions by maintaining strict confidentiality on matters discussed in these sessions, except that which becomes part of the public record, once it has been approved for release.
6. To vote and act in committee impartially for the good of the students.
7. To accept the will of the majority vote in all cases, and to remember that he/she is one of a team and must abide by, and carry out, all committee decisions once they are made.
8. To represent the committee and the schools to the public in a way that promotes interest and support.
9. To refer questions and complaints to the proper school authorities.
10. To comply with the accepted code of ethics for School Committee members.

Approved by School Committee January 12, 2012