

# Linn Benton Lincoln Education Service District

Code: **BBF**  
Adopted: 7/8/1998  
Revised: 12/15/21

## **Board Member Standards of Conduct and Working Agreements**

A Board Member should:

1. Comply with ethics laws for public officials;
2. Recognize that the Board Chair can't take away the right of a board member to ask questions, but can regulate the questions asked and time spent on the question;
3. Be prepared to make informed decisions and if you need support contact the Board Chair or Superintendent in advance;
4. Understand that the Board sets the standards for the district through Board policy. Board members do not manage the ESD on a day-to-day basis;
5. The Board strives to reach decisions by consensus. Individual Board Members may not commit the Board to any action;
6. Respect the right of other Board Members to have opinions and ideas which differ;
7. Recognize that decisions are made by a quorum of the Board and should be supported by all Board Members;
8. Make decisions only after the facts are presented and discussed;
9. Understand the chain of command and refer problems or complaints to the Superintendent or Board Chair;
10. Recognize that the Board must comply with the Public Meetings Law and only has authority to make decisions at properly noticed Board meetings;
11. Insist that all Board and ESD business is ethical and honest;
12. Be open, fair and honest — no hidden agendas;
13. Understand that you will receive information that is confidential and cannot be shared;
14. Recognize that the Superintendent or designee is the Board's advisor and should be present at all Board meetings, except when the Board is considering the Superintendent's evaluation, contract or salary;

15. Take action only after hearing the Superintendent or staff recommendation(s);
16. Do not bring personal or family problems into Board considerations;
17. Give the staff the respect and consideration due skilled, professional employees;
18. Present personal criticism of district operations to the Superintendent, not to district staff or to a Board meeting;
19. Respect the right of the public to attend and observe Board meetings;
20. Respect the right of the public to be informed about district decisions and ESD operations as provided by law;
21. Remember that content discussed in executive session is confidential;
22. Use social media, websites and electronic mail judiciously in a manner that does not violate Oregon's Public Meetings Laws;
23. When using social media, websites and electronic mail, Board Members will treat and refer to other Board members, staff, students and the public with respect;
24. Never post or share confidential information about students, staff or district business on any websites.
25. A Board member is a mandatory reporter of child abuse. A Board member having reasonable cause to believe that any child with whom the Board member comes in contact with has suffered abuse or that any person with whom the Board member comes in contact with has abused a child shall immediately make an oral report by telephone or otherwise to the local Department of Human Services (DHS), to the designee of the department or to a local law enforcement within the county where the person making the report is located at the time of contact. This information is provided for convenience: report child abuse to the Oregon Child Abuse Hotline by calling 1-855-503-SAFE (7233). Policy BBFC, *Reporting of Suspected Child Abuse*, provides additional information.
26. Follow the Board Working Agreements:
  - a. Follow established processes.
  - b. All monitor and identify when processes aren't followed.
  - c. Listen with intent and maintain civil behavior while agreeing to disagree agreeably no matter what the opinion.
  - d. The Board Chair will provide opportunity for each Board Member to state their position.
  - e. Say to anyone only what you would be willing to say to all.
  - f. Recognize that the quantity and quality of information required by each Board Member to make a decision is different.
  - g. Board Members will request information from the Board Chair or Superintendent. If the Superintendent feels a Board Member's request for information is excessive, they can bring the request to the whole Board and let the Board decide if the request is excessive.

- h. Any information provided to one Board Member is offered to all Board Members.
- i. The Board and Superintendent will work together while respecting the functions of each.
- j. Remember to ask questions for clarification and deeper understanding.
- k. Do not dominate the discussion or the questioning.
- l. Give each other permission to point out when discussion or questioning may be inappropriate or excessive for the entire group.
- m. Revisit agreements collectively on a regular basis.

END OF POLICY

---

[ORS 162.015 - 162.035](#)

[ORS 162.405 - 162.425](#)

[ORS 192.610 - 192.710](#)

[ORS 244.040](#)

[ORS Chapter 244](#)

[ORS 334.095](#)

[ORS 334.100](#)

[ORS 419B.005](#)

[ORS 419B.010](#)

[ORS 419B.015](#)

[House Bill 242 \(2021\)](#)