

MEMBERSHIP

Number

The School Board shall consist of five (5) members.

Election/Appointment

The School Board is organized under the School Corporation Reorganization Act of 1959 passed by the Indiana General Assembly. Board members shall be elected in the May primary election. The Board will consist of members who reside in each of the five civil townships and districts (Burlington-1, Carrollton-2, Democrat-3, Monroe-4, and Washington-5) at the time of their election and during their term in office. All members are elected as members-at-large. (I.C.20-23-4-1- et seq.)

Term

The term of each Board member shall be four (4) years starting July 1.

Oath

Each newly elected Board member shall take an oath of office as well as other oaths, which may be required for transactions connected with or related to the educational program of the Corporation. (I.C.20-26-4-2)

Vacancies

The membership of a Board member shall become vacant immediately upon the occurrence of any one (1) of the following events:

- A. the death of the incumbent, or the incumbent's being found mentally incompetent by proper court
- B. the incumbent's resignation
- C. the incumbent's election or appointment being declared void by a competent tribunal
- D. the incumbent's failure to take the oath of office
- E. the incumbent's ceasing to possess the legal qualifications for holding office
- F. the incumbent moving his/her residence out of the Corporation

A vacancy shall be filled by the remaining members of the Board within a reasonable time according to state statute by appointing a person from within the boundaries of the school corporation with the residence and other qualifications provided for a regularly elected board member filling such membership, to serve for the term or the balance of the term. In the event of a tie vote, it shall be the duty of the judge of the Circuit Court of Carroll County to make such an appointment.

I.C.20-23-4-30;20-26-4-4(2)

Compensation

As compensation for their services, Board members shall receive each year a maximum of \$2,000 as allowed by current state statute.

Expenses of a Board member shall be reimbursed when incurred in the performance of his/her duties or in the performance of functions authorized by the Board and duly vouched.

I.C.20-26-4-7

Board Member Ethics

A. A School Board member should honor the high responsibility which his/her membership demands:

1. by thinking always in terms of “children first”;
2. by understanding that the basic function of the School Board member is “policy-making” and not “administrative,” and by accepting the responsibility of learning to discriminate intelligently between these two (2) functions;
3. by accepting the responsibility along with his/her fellow Board members of seeing that the maximum of facilities and resources is provided for the proper functioning of schools;
4. by refusing to “play politics” in either the tradition partisan, or in any petty sense;
5. by representing at all times the entire school community;
6. by accepting the responsibility of becoming well informed concerning the duties of Board members, and the proper functions of public schools;

7. by recognizing responsibility as a State official to seek the improvement of education throughout the State.
- B. A School Board member should respect his/her relationship with other members of the Board:
1. by recognizing that authority rest only with the Board in official meetings, and that the individual member has no legal status to bind the Board outside of such meetings;
 2. by recognizing the integrity of his/her predecessors and associates and the merit of their work;
 3. by refusing to make statements or promises as to how he/she will vote on any matter which should properly come before the Board as a whole;
 4. by making decision only after all facts bearing on question have been presented and discussed;
 5. by respecting the opinion of others and by graciously conforming to the principal of “majority rule”;
 6. by refusing to participate in irregular meetings such as “secret” or “star chamber” meetings, which are not official and which all members do not have the opportunity to attend.
- C. A School Board member should maintain desirable relations with the Superintendent of schools and his/her staff:
1. by striving to procure, when the vacancy exists, the best professional leader available for the head administrative post;
 2. by giving the Superintendent full administrative authority for properly discharging his/her professional duties and also by holding him/her responsible for acceptable results;
 3. by acting only upon the recommendation of the Superintendent in matters of employment or dismissal of school personnel;
 4. by having the Superintendent present at all meetings of the Board except when his/her contract and salary are under consideration;

5. by referring all complaints to proper administrative office and by discussing them only at a regular meeting after failure of administrative solution;
6. by striving to provide adequate safeguards around the Superintendent and other staff members to end that they can live happily and comfortably in the community and discharge their educational functions on a thoroughly professional basis;
7. by presenting personal criticisms of any employee directly to the Superintendent.

D. A School Board member should meet his/her responsibilities to his/her community:

1. by attempting to appraise fairly both the present and future educational needs of the community;
2. by regarding it as a major responsibility of the Board to interpret the aims and methods of the schools to the community;
3. by insisting that all school business transactions be on an open, ethical, and above-board basis;
4. by vigorously seeking adequate financial support for the schools;
5. by refusing to use his/her position on a School Board in any way whatsoever for personal gain or personal prestige;
6. by refusing to discuss personnel matters or any other confidential business of the Board in his/her home, on the street, or in his/her office;
7. by winning the community's confidences that all is being done in the best interests of school children.

Indiana School Board Association

Conflict of Interest

Board members shall perform their official duties in a manner free from any possible criticism or prejudice or self-interest. To this end:

- A. every effort shall be made to avoid the possibility of a claim being made that an individual participated in reaching a decision on a matter in which he/she had either a direct or an indirect financial interest of a substantial nature;

- B. each member of the Board shall resist every temptation and outside pressure to use his/her position as a Board member to benefit either himself/herself or any other individual or agency apart from the total interest of the School Corporation;
- C. when a member of the Board determines that the possibility of a personal interest conflict exists, he/she should, prior to the matter being considered, disclose his/her interest (such disclosure shall become a matter of record in the minutes of the Board), and thereafter shall abstain from participation in both the discussion of the matter and the vote thereon; (I.C.35-44-1-3)
- D. no member of the Board may obtain, for a least one (1) year after termination of service on the Board, a pecuniary interest in any Corporation contracts or purchase, which was approved during his/her tenure. (I.C.35-44-1-7)

All matters in which there is a disclosed conflict of interest shall require approval by a vote of the full membership without the vote of the member making the disclosure.

Indemnification

The Board may bear the costs, including reasonable counsel fees and expenses and costs of appeal, if any, incurred by a Board member in his/her defense of a civil action, or in a criminal action that results in final disposition in his/her favor, brought against him/her for any act or omission arising out of and in the performance of duties as a Board member.

I.C.20-26-5-4(14);5-14-1.5-5;34-3-16.6-18