



**SCHOOL COMMITTEE AUTHORITY**

The School Committee has the authority to act when a quorum is present at the duly-called regular or special meeting that has been posted in accordance with the laws of the Commonwealth. School Committee members exercise the authority and responsibility of their positions only when the Committee is in legal session. The School Committee will not be bound in any way by a statement or action on the part of an individual School Committee member except when such statement or action is in pursuance of special instructions by the Committee. No member of the Committee, by virtue of his/her office, will exercise any administrative responsibility with respect to the schools or command the services of any school employee.

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/her 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, and as responsible stewards of Town resources.
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 refer to the Massachusetts Association of School Committees' Code of Ethics as the standard for appropriate behavior.

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**Deleted:** Problems or complaints should be directed to either the staff involved or to the administrator under whose jurisdiction the problem falls. School Committee members may wish to follow up problems as time and courtesy allows; however, the policy should be clear—no member, nor the School Committee itself will officially act on or consider such complaints until they have been submitted to the Superintendent in accordance with procedures. -

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See also FILE: KL, "Public Complaints"  
Reference: MASC Code of Ethics, "A Handbook for Mass. School Committee Members"  
Legal Reference: Ch. 39, Sc. 23 A, B, & C; Ch. 71, Sec. 37

Approved at School Committee Meeting of June 14, 1982  
Reaffirmed at School Committee Meeting of December 17, 1984  
Reaffirmed at School Committee Meeting of November 13, 1989  
Revised at School Committee Meeting of

## **SCHOOL COMMITTEE MEMBER AUTHORITY (BBAA MASC)**

### **Authority**

Because all powers of the 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 member of the Committee, by virtue of his/her office, will exercise any administrative responsibility with respect to the schools or command the services of any school employee.

The 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.

### **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/her 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.

SOURCE: MASC



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Problems or complaints should be directed to either the staff involved or to the administrator under whose jurisdiction the problem falls. School Committee members may wish to follow up problems as time and courtesy allows; however, the policy should be clear—no member, nor the School Committee itself will officially act on or consider such complaints until they have been submitted to the Superintendent in accordance with procedures.

The Massachusetts Association of School Committees' Code of Ethics shall be used as the standard for appropriate behavior of School Committee members.

See also FILE: KL, "Public Complaints"

Reference: MASC Code of Ethics, "A Handbook for Mass. School Committee Members"

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