

Board Member Responsibilities

In order to accomplish the overall mission of the organization and to achieve the Board's objectives, each member of the Board will to the best of his or her ability undertake the following responsibilities.

Link to membership

Board members will strive to:

- promote membership in CASB
- serve as liaisons between CASB and boards in each region, meeting and communicating with local boards about relevant issues and apprising the CASB staff and Board about the concerns and needs of local boards
- serve as ambassadors of CASB, being knowledgeable about CASB policies, goals, plans and services
- participate in and preside at regional conferences sponsored by CASB
- attend and participate in appropriate conferences and workshops conducted by CASB and the National School Boards Association

Governance

Board members will strive to:

- Prepare well for each Board meeting, through careful study of the agenda and its support materials, other relevant materials, and through discussion of agenda items, when appropriate, with CASB board members colleagues, fellow school board members, and others
- Attend the quarterly meetings of the Board and arrange travel schedules in advance to permit on-time arrival and staying through the full meeting
- Participate effectively in the Board meeting by ensuring that concerns are heard by the whole Board. Each Board member is expected to retain an open mind until all the facts and viewpoints on issues are before the Board. Voting by individual Board member should be based on what is in the best interests of CASB. Once a decision is made, the Board member is expected to support the Board's decision, even when the Board member may have some reservations about it
- Evaluate and follow-up on the actions taken in the Board meeting, by monitoring how the actions of the Board are being implemented in the short and long run, and bringing up any concerns with the Board President, Executive Director or Board of Directors as appropriate
- Fulfill responsibilities of any assignment to serve on a committee or as a CASB appointed representative in accordance with the purpose of the committee or the nature of the representation on behalf of CASB and consistent with the levels of preparation, attendance, participation and evaluation set forth above

Advocacy

Board members will strive to:

- serve as vigorous advocates for CASB and local boards, locally and at state and regional levels, to promote the best interests and support the mission of the organization to the public and to federal, state and local lawmakers and leaders
- serve as ambassadors of CASB, being knowledgeable about CASB policies, goals, plans and services

Adopted: September 6, 2003

CROSS REF.: BC, School Board Member Conduct