

BBA ©

BOARD POWERS AND RESPONSIBILITIES

The Board shall act as the general agent of the state of Arizona ~~in carrying out the will of the people of~~ **and is responsible for the conduct and supervision of the** this District in the matter of public education.

The Board is authorized under the laws of the state of Arizona, **the Arizona Constitution, the Arizona State Board of Education, and other applicable regulations and rules** to adopt all ~~needed~~ policies and regulations for the organization, evaluation, and governance in the District.

All powers of the Board lie in its action as a public body. A “meeting” is defined as the gathering, in person or through technological devices, of a quorum of members of a public body to discuss, propose, or take legal action, including any deliberations with respect to such action that has been properly noticed, pursuant to Arizona Revised Statutes. Meetings are governed by Arizona’s Open Meeting Law, and all meetings must be held in accordance with the requirements of the law.

The Board performs the following basic functions necessary to the discharging of its responsibilities: ~~legislative, executive, and appraisal~~ **as stated in A.R.S 15-341 and 15-342, including but not limited to:**

- ~~The legislative function is the policy-making aspect of the school system. It is the policy of the Board to retain and exercise full legislative authority and control over the schools by adopting general policies or by acting directly in matters not covered by its policies.~~
- ~~The executive function of the Board is concerned with placing in operation existing Board policy. Most of this function is delegated by the Board to its executive and administrative officer, the Superintendent.~~
- ~~The appraisal function involves the determination of the efficiency of the school operation and an evaluation of the educational program of the District based on the policies as outlined in the policy manual.~~

A. Prescribe and enforce policies and procedures to govern the school that are consistent with the laws or rules prescribed by the State Board of Education.

B. Exclude from schools any books, publications, papers, or audiovisual materials that are sectarian, partisan, or denominational in nature. This provision does not prohibit the elective course permitted under A.R.S. § 15-717.01.

- C. Manage and control all school property within the district. The district may enter into a written agreement with another entity, including a charter school, another school district, or a military base, to operate a school or provide educational services in a district facility, including a vacant or partially utilized building, or in a facility located on the District's property.
- D. Acquire school furniture, equipment, library books, and supplies for the schools' use.
- E. Prescribe the curricula and criteria for the promotion and graduation of pupils as provided in sections 15-701 and 15-701.1.
- F. Furnish, repair, and insure at full insurable value, the school property of the District.
- G. Construct school buildings on approval by a vote of the District electors.
- H. Convey property belonging to the District and sold by the Board in the name of the District.
- I. Purchase school sites when authorized by a vote of the District at an election conducted in the manner prescribed by A.R.S. § 15-481 and held on a date specified in A.R.S. § 15-491, subsection E. The authorization need not identify a specific site to be purchased and is not required for the exchange of unimproved property as permitted under A.R.S. § 15-342(23).
- J. Construct, improve, and furnish buildings used for school purpose when such buildings are leased from the national park service.
- K. Use proceeds from the sale of school property to purchase school sites or to construct, improve, or furnish school buildings only with approval by a vote of the District's electors.
- L. Hold pupils to strict account for disorderly conduct on school property.
- M. Discipline students for disorderly conduct on the way to and from school.

**Individual Board Members'
Duties and Obligations**

Individual board members exercise authority over District affairs only by way of votes taken at a legal meeting of the Board. An individual Board

member has authority only when and to the extent that the Board has delegated such authority through a formal vote.

The duties and obligations of an individual Board member include the following:

- A. To become familiar with the state's school laws, regulations of the State Department of Education, and District policies, rules, and regulations.
- B. To have a general knowledge of the educational aims and objectives of the system.
- C. To work harmoniously with other Board members without neglecting a proper share of the work or trying to dominate the Board.
- D. To vote and act in Board meetings impartially for the good of the District.
- E. To accept the will of the majority vote in all cases, and give wholehearted support to the resulting policy.
- F. To accept the responsibility for confidentiality in appropriate matters, especially those dealing with personnel and the divulging of privileged information that could cost the District money, support, or public confidence.
- G. To represent the Board and the District to the public in a manner that promotes both interest and support.
- H. To refer complaints to the proper school authorities and to refrain from individual counsel and action.
- I. To perform other appropriate duties that may arise.

Oath of Office

Board members shall take and subscribe to the oath of office prescribed for public officers pursuant to A.R.S 38-231, and on the same day, forward the acknowledged oath to the County School Superintendent. The person taking the oath shall also file a copy of the acknowledged oath in the District office. The District office shall keep a copy on file as long as the Board member remains on the Governing Board and for a period of five (5) years after last serving on the Board. If no specific time is required, the oath of office must be taken after the Board member receives notice of appointment or, if elected, after receipt of the certificate of election, and no later than the start of the term of office.

Familiarization with Open Meeting Law

A newly elected or appointed Governing Board member shall review the Arizona Open Meeting Law (OML) material prepared by the attorney general at least one (1) day before taking office.

Quorum and Vacancies

A majority of the Board's members constitutes a quorum required to conduct business. If a quorum is not present within ten (10) minutes of the scheduled start time, the meeting may be canceled and rescheduled with proper notice in accordance with applicable policy and law.

When there is a vacancy of one (1) or more members on the Governing Board, a majority of the members remaining constitute a quorum for the transaction of business. A single board member does not constitute a quorum. Efforts shall be made to fill vacancies on the Governing Board as soon as is practicable.

Vacancies

Any vacancy in the Governing Board, as defined in A.R.S. § 38-291, may be filled by appointment of the County School Superintendent in accordance with state law. The appointee shall serve until the next regular election, at which time a successor shall be elected to complete the remainder of the unexpired term. As an alternative to making an appointment, the County School Superintendent may call an election to fill the vacancy on the Governing Board.

When a vacancy occurs, the Governing Board may, within thirty (30) days of receiving notice of the vacancy, submit up to three (3) nominees to the County School Superintendent for consideration. The County School Superintendent is not required to appoint a Governing Board member from the submitted nominees.

Board Member Resignation

A Board member who wishes to resign shall submit a written letter of resignation to the Secretary of State, stating the effective date of the resignation, and may provide a copy to the County School Superintendent. The resigning member may also provide copies to each member of the Governing Board and to the Superintendent before the effective date of the resignation.

Adopted: **April 21, 2026**

LEGAL REF.:

A.R.S.

1-216

15-302

[15-321\(D\)\(E\)\(F\)](#)

[15-341](#)

[15-342](#)

15-381

15-426

38-101

38-231

38-232

38-233

38-291

38-294

38-431.01

A.G.O.

I81-054

I82-111

I84-165

Arizona Constitution- Art. VII, Sect. 15

Arizona Constitution- Art. IX, Sect. 2

Attorney General Arizona Agency Handbook, Chapter 7, Open Meetings

CROSS REF.:

KI-Visitors to Schools