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**LIMITS OF BOARD MEMBER AUTHORITY**

The Board of Directors (Board) recognizes that the Board is the unit of authority over the non-profit corporation and that a Board member has no individual authority. Board members shall hold the education of students above any partisan principle, group interest, or personal interest.

Unless agreed to by the Board as a whole, individual members of the Board shall not exercise any administrative responsibility with respect to the schools or command the services of any school employee. Individual Board members shall submit requests for information to the Superintendent/CEO. Board members shall refer Board-related correspondence to the Superintendent for forwarding to the Board or for placement on the Board's agenda, as appropriate.

Individual Board members do not have the authority to resolve complaints. Any Board member approached directly by a person with a complaint should refer the complainant to the Superintendent/CEO or designee so that the problem may receive proper consideration and be handled through the appropriate non-profit corporation process.

A Board member whose child is attending a non-profit corporation school should be aware of they/their role as a Board member when interacting with non-profit corporation employees about they/their child.

The Superintendent/CEO or designee shall provide a copy of the state's open meeting laws (Brown Act) to each Board member and to anyone who is elected to the Board but has not yet assumed office.

Board members and persons elected to the Board who have not yet assumed office are responsible for complying with the requirements of the Brown Act.