

## **Board Member Interaction with Staff**

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### **B-120**

**PURPOSE:** This policy establishes procedures for Board Member communication with the District Manager and District Staff.

**B-120-10 Communication Path.** The general path of communication shall be Board to District Manager then District Manager to staff. The District Manager may delegate the communication directly to a Board member or staff member for particular issues only.

**B-120-20 Non-Interference with Staff.** Individual Board Members shall not interfere with or direct District staff nor use District facilities in such a way that the action is unreasonable or interferes with the operation of the District.

**B-120-30 Simple Information Requests.** Individual Board members may make simple information requests of staff, through the District Manager. A simple information request is one that would take the District Manager, District Staff or Counsel two (2) hours or less to complete in the view of the District Manager.

**B-120-40 Substantial Information Requests.** A substantial information request is made through the District Manager and one that would take the District Manager, District Staff or Counsel more than two (2) hours to complete in the view of the District Manager. Individual Board members may place a substantial information request item on any future agenda to request substantial or to add an item on a future agenda. The request shall be made as a motion under the Board Request section of the agenda. A majority affirmative vote is necessary to approve the action.