



## DISTRICT BOARD MEMBER SERVICE AGREEMENT

Student name \_\_\_\_\_ Division \_\_\_\_\_

School name \_\_\_\_\_ Parent/guardian name \_\_\_\_\_

Knowing that service on the Texas-Oklahoma District Board is a privilege; I hereby acknowledge and agree to the following for the duration of my service:

1. I have read, understand, and will abide by the Texas-Oklahoma District Board Code of Conduct. I understand that violation of any portion of the Code of Conduct will result in my immediate removal from the Texas-Oklahoma District Board.
2. I will notify the District Administrator immediately if I am aware of a Board member violating the Code of Conduct.
3. I will always conduct myself in a professional manner. I understand that even when I am not attending a meeting, event, or activity I represent the Texas-Oklahoma District.
4. I will interact with my fellow Board Members in a professional manner. I understand that Board members are expected to abstain from dating, sexually explicit comments, inappropriate touching, or any other activity of a sexual nature.
5. I will not leave the board-meeting site without the prior permission of my Regional Advisor, the District Administrator, or an Assistant District Administrator. Permission is required **every** time. I will be in a group of four (4) or more any time I am outside of the building and will notify the adult I secured permission from upon my return.
6. I will attend all board meetings unless I am excused by the District Administrator. I acknowledge if I have any unexcused absences from a board meeting, I could be removed from the District Board.
7. I have read, understand, and will abide by the Texas-Oklahoma District governing documents, including but not limited to the District Bylaws, Board Policy Code, Code for Elections and House of Delegates, and Code of Contests and Awards, as they relate to my position and will perform all the duties expected of me. I understand that failure to complete my duties may result in my removal from office.
8. I will maintain consistent and regular communication with the District Governor and Staff, the District Administrator and Assistant Administrator, the chairman and advisor(s) of the committee(s) I am assigned to, and my Regional Advisor. I will notify these individuals if I know I will be in a position where I cannot reply to communication



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in a timely manner. Failure to respond to communication in a timely manner may result in sanctions up to and including my removal from the District Board.

9. I will endeavor to sell \$600 of sponsorship for LEDCON and acknowledge that I will be responsible for the cost to attend the convention if I do not sell the required sponsorships by Winter Board. I will not be allowed to attend LEDCON representing my district office if I do not sell at least \$150 in sponsorships or if have not paid the amount owed for the convention.
  
10. I understand that any violation of this agreement may result in my immediate removal from the District Board by the District Administrator, prohibition from holding future office, removal from Key Club International, and/or notification of my parents/guardians, school officials, and Kiwanis officials.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_