

## **POLICY TO PROMOTE SCHOOL BOARD EFFECTIVENESS**

- 1.0. **Purpose.** Enacted in 1993 and amended in 2003, WV §18-5-14 places school boards in the forefront of citizen-inspired public education leadership, policy and decision-making. In order to fulfill the requirements of the statute, the Board adopts this policy.
- 2.0. **Direct Links Between the Board and Local School Improvement Councils.** To enable the Board to receive information, comments, and suggestions directly from local school improvement councils regarding broad guidelines for oversight procedures, standards of accountability, and planning for future needs, the following direct links are established between the Board and its local school improvement councils:
  - 2.1. **Scheduled Annual Meetings.** The Board shall meet at least annually with a quorum of members from each local school improvement council. The meetings shall be scheduled as follows:
  - 2.2. **Annual Meeting Agenda.** At least 30 days before a local school improvement council's annual meeting with the Board, the Board shall develop and submit to the local school improvement council an agenda for the meeting. The agenda shall identify the items which the council chair or the chair's designee is to address at the meeting. The items shall include, but need not be limited to items designated by the Board from the report created for the State Board under part 2.5 of this policy, as well as one or more of the following issues: school performance, curriculum, status of the school in meeting the unified school improvement plan, and status of the school in meeting the county plan.
  - 2.3. **Requests for Information.** Throughout the year, the Board may make written requests for information from local school improvement councils or hold community forums to receive input from the affected community as the Board considers necessary.
  - 2.4. **Additional Meetings.** In its discretion, the Board may hold additional meetings with any local school improvement council. In particular, the Board may schedule additional meetings with the local school improvement council for any low performing school.
  - 2.5. **Annual Report.** At the conclusion of each school year, the Superintendent shall prepare, for adoption by the Board, a report concerning the meeting or meetings held with the local school improvement councils during the school year. In drafting the report, the Superintendent shall consult with the councils and may request their assistance. Upon approval by the

Board, and no later than September 1 of each year, the report, including any amendments made by the Board, shall be delivered by the Superintendent to the State Board of Education.

2.6. Annual Goal Setting. Each year, the Board shall review the Superintendent's Report in order to set annual performance measures for the district. Part of the consideration for these annual goals shall be the individual school needs as presented through meetings with the Local School Improvement Councils, the annual report card, as well as the records provided through each school's Unified School Improvement Plan. At a meeting where goal setting is on the agenda, representatives of the LSIC are invited to provide input prior to the adoption of the goals.

3.0. Direct Links Between the Board and Faculty Senates. To enable the Board to receive information, comments, and suggestions directly from faculty senates regarding broad guidelines for oversight procedures, standards of accountability, and planning for future needs, the following direct links are established between the Board and its faculty senates:

3.1. Superintendent shall meet with chairs of the faculty senate at least quarterly and hear issues related to personnel or school management that need to come to the attention of the superintendent or the Board of Education;

3.2. Faculty senate chairs are invited to participate in the presentation to the Board of Education when the Local School Improvement Council of that school hosts the Board of Education for a regular meeting.

4.0. Direct Links Between the Board and the Community at Large. The following steps shall be taken to develop direct links between the Board and the community at large, allow for community involvement at regular board meetings, and regularly communicate with the public regarding important issues:

4.1. One a year, the Board shall meet at each of the schools for a report from the Local School Improvement Council. These meetings shall be well-advertised and include an invitation to the general public to speak upon that school's effectiveness, concerns, or issues of larger concern.

4.2. Board members shall direct the superintendent, when appropriate, to involve community members as part of study groups, or committees regarding school-related issues.

4.3. Each regular and special board meeting shall include a segment devoted to hearing from the public at large regarding school related issues.

- 4.4 When the issues warrant, the Board shall convene a special meeting involving the community at large to address one or more specific issues.
  - 4.5 When a particular issue is germane to a particular school or area of the county, the Board may convene a special meeting in order to gather input regarding a particular issue or issues.
  - 4.5 The Board shall direct the superintendent to provide avenues for regular communication to the public via news releases after each board meeting, as well as news releases on special topics. These shall be sent to area newspapers as well as placed on the county's website.
- 5.0. **Periodic Review of Personnel Policies.** The following procedures shall be followed to ensure that the Board's personnel policies are periodically reviewed to determine their effectiveness:
- 5.1. The superintendent will provide the Board of Education with a yearly summary of grievance decisions in order to pinpoint areas of contention regarding certain personnel practices.
  - 5.2. At each regularly scheduled Board meeting, the agenda shall include a portion of time devoted to policy development, review, or reading.
  - 5.3. The Board shall follow its own policy regarding policy development, which includes input from the general public, as well as a public comment period prior to the adoption of the policy.
6. **Broad Guidelines for the School District.** The Board recognizes its responsibility to provide broad guidelines for the school district, including the establishment of specific oversight procedures, development and implementation of standards of accountability, and development of long-range plans to meet future needs.
- 6.1. **Record; Annual Review.** The procedures required by the previous sections of this policy are all intended to meet these ends. A record shall be kept of all suggestions made under the previous sections by local school improvement councils, faculty senates, and the community at large regarding broad guidelines for oversight procedures, standards of accountability, and planning for future needs. At least annually, the record shall be considered by the Board to identify suggestions worthy of further consideration.
  - 6.2. **Existing Policies.** Additionally, the Board confirms that any of its existing policies and resolutions regarding the school district's vision, mission, planning procedures,

and goals shall, until withdrawn or amended, be interpreted and applied as specific oversight procedures, standards of accountability, and long-range plans to meet future needs.

- 6.3. Annual Goal Setting. Each year, the Board shall review the Superintendent's Report in order to set annual performance measures for the district. Part of the consideration for these annual goals shall be the individual school needs as presented through meetings with the Local School Improvement Councils, the annual report card, as well as the records provided through each school's Unified School Improvement Plan.
7. Use of School-Based Accreditation and Performance Data. To meet the education goals of the State of West Virginia and such other goals as the Board may establish, the Board shall use school-based accreditation and performance data provided by the State Board of Education, as well as other available data, in Board decision making. To that end:
  - 7.2. State Goals. The Superintendent shall compile and share with the Board, at least annually, the education goals of the State of West Virginia.
  - 7.3. Annual Goal Setting. Each year, the Board shall review the Superintendent's Report in order to set annual performance measures for the district. Part of the consideration for these annual goals shall be the individual school needs as presented through meetings with the Local School Improvement Councils, the annual report card, as well as the records provided through each school's Unified School Improvement Plan.
8. Policy Review. The Board shall at least annually, before August 1, review the provisions of this policy and make such amendments as the Board finds necessary to effectuate the requirements of WV Code §18-5-14.
9. Filing With the State Board of Education.
  - 9.1. Policy. No later than September 1, 2003, the Superintendent shall file with the State Board of Education a copy of this policy.
  - 9.2. Modifications. If this policy is modified, the Superintendent shall promptly file with the State Board a copy of the policy, as modified.

Adopted by Board Action: Oct. 7, 2003

Reviewed by Board Action: March 19, 2013