Board-Director Relationship

Tenants of an Effective Board-Director Relationship

Board Director

Recognize the board's function as being legislative and judicial, and respect the executive function of the director.



Recognize the director's function as being executive and respect the legislative and judicial functions of the board.

Role Recognition

Recognize that authority to act rests with the entire board or a legally constituted quorum of the board and that business may be transacted only in official meetings. Refrain from making commitments as an individual board member.



Interpret official actions of the board to school employees and community groups in a faithful, accurate, and objective manner and not make any commitments to individuals or organizations outside the context of adopted school policy.

Submit items to be placed on the board meeting agenda in ample time so the director may assemble information bearing upon the subject and according to

locally adopted policy.



Authority to Act

Accept items to be placed on the board meeting agenda from members of the board and others, and gather pertinent information relative to the items on the agenda.

Board Agenda

Attend all board meetings. Require that meetings of the board be conducted on the basis of a planned agenda prepared by the director in accordance with board policies and be made available to board members prior to the board meetings.



Attend all board meetings. Prepare for all board meetings, in cooperation with appropriate board officers, an agenda and supporting materials to be distributed to board members in ample time prior to board meetings.

Board Meetings

Encourage and support the director to consult with staff and community to seek opinions and recommendations for board consideration.



Formulate, when appropriate, with members of the school staff, board, and community recommendations to be made to the board.

Recommendations

Board-Director Relationship

Director Board Faithfully and objectively administer Support the director as the executor the policies of the school. Carry out of board policies. Develop a clear board policies and be held set of policies regarding operating the accountable for them. Assist school, including budgeting, the board in maintaining focus on curriculum programming, policy matters and recommend personnel, and operating and evaluate policy procedures. at all times. **Policies** Engage in a strategic planning Provide the board with the resources, process. Gather diverse stakeholder structure, district data, research and input. Include the mission, vision, administrative support required to develop, implement, and monitor the beliefs statements, school goals and strategic plan. Provide school-wide objectives to ensure all students succeed. Identify leadership to implement the school strengths and strategic plan to ensure opportunities for growth. all students succeed. Strategic Planning Assume responsibility for adopting Assume responsibility for presenting to fiscal policies that will allow the the board responsible and detailed director to operate a total fiscal plans to assure the school program of smooth operation of acceptable standards. the school program. **Fiscal Responsibilities** Delegate full executive responsibility Accept full executive to the director to make responsibility for establishina recommendations which establish and operating a total school and operate a total school program of acceptable program of acceptable standards. standards. **Operation of the School** Present to the board for its Require that the administrative advice, counsel, and rules and regulations be in approval, administrative rules and regulations implementing harmony with school policy. the policies of the board. Administrative Rules

Board-Director Relationship

Director Board Act on the selection, promotion, Present to the board demotion, or dismissal of school recommendations for selection, personnel only after submission of a promotion, demotion, or dismissal of specific recommendation by the school personnel. Private data is director. Confidentiality is clearly identified as such and maintained regarding all private confidentiality is maintained. data. **Personnel** Provide written grievance Refer personal requests and criticism procedures for school staff and by school staff directly to the assure an effective means of appropriate administrative officer in communication among staff, accordance with board policies. board, and director. **Staff Grievances** Listen courteously to parents with questions and complaints, referring Establish a program of school-community relations leading to them to an appropriate member of the school staff in accordance with open, two-way communications between the district and all parties. policies of the school. **Parent Contact** Keep the board continuously, Keep the director and fellow adequately, and objectively members of the board advised of informed concerning the school community reaction to school program, curriculum, and problems policies. – current and anticipated. Communication Adopt policies that will allow the Advise the board of programs director, staff and board to keep designed to keep the director and abreast of contemporary staff abreast of contemporary developments in education developments in education through through conference attendance, conference attendance, in-service workshops, and in-service workshops, and consultant services. consultant services. **Professional Development**