

**MODEL POLICY TO PROMOTE
SCHOOL BOARD EFFECTIVENESS**

Required by

Senate Bill 522

(W. Va. Code § 18-5-14, as amended)

Presented

by

West Virginia School Boards Association

July 2003

This model policy was compiled with the assistance of WVSBA's legal counsel, Howard E. Seufer, Jr., of Bowles Rice McDavid Graff & Love PLLC.

POLICY TO PROMOTE SCHOOL BOARD EFFECTIVENESS

- 1.0. **Purpose.** Enacted in 1993 and amended in 2003, West Virginia Code § 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: *[Here specify a meeting schedule (or who shall establish a schedule), whether the meeting shall be at regular or special meetings of the Board, whether each meeting shall involve the local school improvement council of one or more schools, and any other scheduling details appropriate to the county.]*
 - 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. *[Here insert any additional strategies for establishing direct links between the Board and its local school improvement councils. Suggested strategies contained in the WVSBA Best Practices Catalog may be adapted for use by the county. Other strategies may also be used. Each strategy should be separately numbered.]*

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. *[Here insert at least one strategy for establishing direct links between the Board and its faculty senates. Suggested strategies contained in the WVSBA Best Practices Catalog may be adapted for use by the county. Other strategies may also be used. Each strategy should be separately numbered.]*

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. *[Here insert at least one strategy for establishing direct links between the Board and the community at large. Suggested strategies contained in the WVSBA Best Practices Catalog may be adapted for use by the county. Other strategies may also be used. Each strategy should be separately numbered.]*

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. *[Here insert at least one strategy for periodically reviewing the Board's personnel policies. Suggested strategies contained in the WVSBA Best Practices Catalog may be adapted for use by the county. Other strategies may also be used. Each strategy should be separately numbered.]*

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. *[Here insert any additional strategies for setting the broad guidelines for oversight procedures, standards of accountability, and planning for future needs. Suggested strategies contained In the WVSBA Best Practices Catalog may be adapted for use by the county. Other strategies may also be used. Each strategy should be separately numbered.]*
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. *[Here insert additional strategies for meeting the education goals of the State of West Virginia and such other goals as the Board may establish. Suggested strategies contained in the WVSBA Best Practices Catalog may be adapted for use by the county. Other strategies may also be used. Each strategy should be separately numbered.]*
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 West Virginia Code § 18-5-14.
9. **Filing With the State Board of Education.**
 - 9.1. **Policy.** No later than August 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.

[Special Note: In a county with more than 20,000 students or more than 12 public schools, part 2.1 of the model policy could conceivably be revised to reflect an alternative procedure, devised by the county, under which the school board would meet with less than a quorum of local school improvement council members. W. Va. Code § 18-5-14(a)(1)(A) allows such a county to adopt an alternate procedure in order to facilitate scheduling of the annual LSIC meetings. However, any such alternate procedure must be approved in advance by the State Board of Education.]

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