

SUMMERS COUNTY BOARD OF EDUCATION

Adopted: 8/13/03, revised 8/8/07, 4/8/09

Reviewed: 7/30/08, 5/26/10, 7/13/11, 7/11/12

Code: II-B-4

Reference: 18-5-14

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POLICY TO PROMOTE SCHOOL BOARD EFFECTIVENESS

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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:

Special meetings will be held at each school in the county. The date and time of the meeting will be determined by the LSIC of each school.

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 An agenda will be sent to each LSIC chair c/o of the school they represent two business days prior to each regular board meeting.

2.7 Policies for review will be sent to each LSIC chair c/o of the school they represent.

3.0. Direct Links between the Board and Faculty Senates. To enable the Board to receive information,

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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 An agenda will be sent to each Faculty Senate president c/o of the school they represent two business days prior to each regular board meeting.
- 3.2 Policies for review will be sent to each Faculty Senate chair c/o the school they represent.

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, allows for community involvement at regular board meetings, and regularly communicates with the public regarding important issues:

- 4.1. Prior to meetings, agendas will be placed in the local newspaper.
- 4.2. Agendas of each meeting, as well as minutes from all meetings, will be posted on the county website (<http://boe.summ.k12.wv.us/>).
- 4.3. Policies for review will be placed on the website and written comments will be accepted either by delivering them to the board office or by e-mail.
- 4.4. Newsletters will be sent to the community four times each year.

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 board will review personnel policies annually or more frequently if changes are made by state law or state board policy.
- 5.2. Any revised policies will be placed on review for at least two weeks before adoption.

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. **At Least Annually.** Recommendations from the LSICs, Faculty Senates, and the

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community will be presented to the county steering committee. The Steering Committee will consider such suggestions and make recommendations to the Board.

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. **Annually.** The board will review each Unified School Improvement Plan and revise the county plan, based upon the needs assessment, to reflect the education goals of the State of West Virginia.
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.