

**WHITE RIVER SCHOOL DISTRICT #416
BOARD POLICY**

No. 1220

1000 - THE BOARD OF DIRECTORS

Board Organization

1220 - Officers

President

The president shall preside at all meetings of the board and sign all papers and documents as required by law or as authorized by the action of the board, including signing the general certificate to the County Treasurer authorizing the payments of warrants specified in the certificate. The president shall conduct the meeting in the manner prescribed by the board's bylaws, provided that the president shall have the full right to participate in debate without relinquishing the position and shall have the right to vote on all matters put to a vote.

It shall be the responsibility of the board president to manage the board's deliberation so that it shall be clear, concise, and directed to the issue at hand; summarize discussion and/or action before moving on to the next agenda item; and to generally manage the meeting so that the agenda is treated in an expeditious manner.

The president shall be the official recipient of correspondence directed to the board.

When time and circumstance demand an immediate decision from the board, and the board has no opportunity to confer, the president is authorized to make decisions on behalf of the board provided, however, that the decision shall be communicated as soon as practical thereafter to all members of the board for review.

In dealing with the media and the public in general, the president or his/her designee will serve as the spokesperson of the board. The president is authorized to report and discuss those actions which have been taken and those decisions made by the board as a body.

Vice-President

The vice-president shall preside at board meetings in the absence of the president and shall perform all of the duties of the president in case of his/her absence or disability.

Legislative Representative

A legislative representative shall serve as the board's liaison with the Washington State School Directors' Association Legislative Assembly. The term of office of two years shall coincide with the legislative biennium. The legislative representative shall attend Washington State School Directors' Association assemblies, conveying local views and concerns to that body and participating in the formulation of state legislative programs. The legislative representative shall monitor proposed school legislation and inform the board of the issues.

WIAA Liaison

The board may select a member to serve as a liaison to the Washington Interscholastic Activities Association.

1220 Duties of Board Members

The functions of the board of directors are chiefly legislative. It is recognized that the administration of the school is largely a task for professionally-trained personnel able to devote full-time to the responsibility. The board shall select a superintendent of schools who shall act as secretary to the board and administer the schools in harmony with the policies adopted by the board. The board shall establish general policies in keeping with the wishes of the community, the regulations of the State Board of Education, and the requirements of state law as stated in the constitution and the school code. In carrying out this function, the board has three general duties:

- 1) Formulating and interpreting educational policies.
- 2) Delegating administrative duties.
- 3) Making a continuous appraisal of programs.

Direct Duties of the Board

The following are the most important and direct responsibilities of the board in carrying out the three general duties described above:

- 1) To regularly attend board meetings and functions.
- 2) To review the agenda and any study materials distributed prior to the meeting and be prepared to participate in the discussion and decision-making for each agenda item.
- 3) To select a superintendent and support him/her in the discharge of his/her duties.
- 4) To hire school personnel nominated and recommended by the superintendent.
- 5) To discharge school employees upon recommendation when, in their judgment, such action is to the best interest of the school district.
- 6) To set salary schedules.
- 7) To consider and act on policies for the school program. Any policy change initiated by the board, the staff, or the general public shall be submitted to the superintendent for his/her consideration and recommendations before final action.
- 8) To require and evaluate reports from the superintendent concerning the educational progress and financial status of the school district.

- 9) To consider and decide upon recommendations of the superintendent for expansion of school services, school buildings, and school facilities.
- 10) To consider and adopt an annual school budget recommended by the superintendent.
- 11) To guide and assist the administration in implementing a strong public relations program in the district.
- 12) To provide by the exercise of its legal powers the funds necessary to finance the operation of the schools.
- 13) To perform the specific duties imposed upon the board by statute.

Legal References:	RCW 28A.343.390	Directors — Quorum — Failure to attend meetings may result in vacation of office
	RCW 28A.320	Provisions applicable to all districts
	RCW 28A.330.100	Additional powers of the board
	RCW 28A.330.030	Duties of president
	RCW 28A.330.080	Payment of Claims — Signing of warrants
	RCW 28A.330.200	Organization of the board
	RCW 28A.330.040	Duties of vice-president

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