

OPERATING PRINCIPLES FOR BOARD DIRECTORS

Introduction

Port Angeles School District Board of Directors strives to incorporate five core principles in its operation in order to promote the success of staff and students on behalf of the people of each community. The five core principles are responsible governance, creating conditions for student and staff success, high expectations for student learning, accountability for student learning, and community engagement.

The board of directors will continuously articulate the belief that all students can learn and that each student's learning can improve regardless of existing circumstances or resources. The board of directors will act as leaders of a vision of shared learning that is supported by individual schools and the community.

Decision Making

We, the board of directors will establish a structure which reflects local circumstances and creates an environment designed to ensure all students the opportunity to attain their maximum potential through a sound organizational framework. This includes employing a superintendent, developing and approving policies, formulating budgets, setting high instructional and learning goals for staff and students, and nurturing a climate conducive to continue improvement. We will keep an open mind so we can accept and evaluate new concepts, listen objectively to constructive criticism, and learn and practice the art of compromise, and maintain a sense of humor. We will address problems with an open mind for all individuals involved.

LEADERSHIP TEAM ROLES

SCHOOL BOARD -GOVERNS <i>(Guides and Directs)</i>	SUPERINTENDENT ~ MANAGES <i>(Administers, Operates)</i>
Decides <i>What</i>	Decides <i>How</i>
<i>Requests</i> Information	<i>Seeks and Provides</i> Information
Considers <i>Issues</i>	<i>Provides Recommendations</i>
Creates, Reviews, Modifies and Adopts Policy	<i>Recommends, Implements</i> Policy
<i>Approves & Reviews</i> Plans	<i>Implements</i> Plans
<i>Monitors</i> Progress	<i>Reports</i> Progress
<i>Contracts</i> with Personnel	<i>Supervises & Evaluates</i> Personnel
<i>Approves & Reviews</i> Budget	<i>Formulates</i> Budget
<i>Presents</i> Public Interests	<i>Acts in</i> Public Interest

Governance

We will advocate for the importance of public education and the need to support it.

The board with input by the community, will envision the future of the school district's educational programs, formulate goals, define outcomes and set the course for the school district.

The board's accountability for student learning will include adopting a system of continuous assessment of all conditions affecting education including assessments for measuring staff and student progress towards goals.

The board will work as a team to build on collective and individual strengths.

The board will maintain a board member development program to include a mentoring component, especially for a new board of directors.

We recognize that policy decisions will be made only after full discussion at publicly held board meetings.

We will work with other board directors to establish effective board policies.

We will practice fiscal responsibility and sound financial management that support the capacity to adequately fund district programs and priorities, current and future.

We will assure the continuous improvement of all school district technology as an integrated instructional support tool.

We will partner in all aspects of school and district programs that involve parents, business and labor along with local, state and federal government.

We will partner with community agencies that provides services to youth which enhance the quality, relevance and effectiveness of our educational systems.

We will assure the district curriculum is aligned with local and state standards which reflect academic skills and promotes life, work, career, and college readiness.

We will provide a physically, intellectually, and emotionally safe and healthy learning environment conducive to personalization of learning and pride of ownership in schools.

We will encourage student promotion to the next instructional level which is based on demonstrated knowledge, skills and abilities.

We will meet at regularly scheduled times each month and on other dates as scheduled, according to policy and law. The superintendent shall ensure that the agenda, and supporting documents when partial, for each board meeting will be provided in advance for each meeting.

We agree to read all agenda items before each meeting and to ask questions when clarification is needed. Each board director will contact the superintendent, board president, or vice president, prior to each board meeting about any agenda item that needs to be clarified.

The Board President, vice-president and superintendent shall meet prior to each board meeting to discuss the agenda and procedures for the meeting. The superintendent or a director may request an executive session.

We will assure that all district policies and procedures are implemented and up-to-date according to the laws, rules and regulations of the State of Washington and United States of America.

Communications

The complexities of operating a school district cannot be fully addressed in policies, procedures or operating principles. Working with people and handling difficult and controversial issues requires good judgment, common sense and a strong network for communication. We recognize that open communications requires trust, respect and fundamental belief in goodwill among board directors, staff and the public.

We encourage free expression of opinions by all board directors and seek systematic communication between the board, students, staff and citizens of our community.

When a board director receives a complaint from any other individual, the following protocol will be followed:

(a) The complainant shall direct the complaint to the person against whom it is made (teacher, administrator, other staff member, etc.); (b) If the issue can't be resolved at that level, it should be referred to the appropriate principal or the superintendent; and (c) notify the superintendent about the complaint.

We will communicate expressions of public reaction to board policies and school programs to other board directors and the superintendent in accordance with the open public meetings act.

We will promptly notify other board directors and the superintendent of events, rumors or issues, whenever appropriate and possible, that are likely to be issues of potential concern within the district and/or community.

The board directors will give the superintendent feedback on his/her performance on a regular basis.

The board president will be the official spokesperson for the board.

The superintendent will be the official spokesperson of district operation and management.

The superintendent will provide to the board directors, a weekly written briefing of operational highlights and activities.

The superintendent will provide timely feedback to board director's questions and requests.

The public will be kept informed about programs and progress.

Operating principles define roles, responsibilities, and methods of working together. To assure quality operations, leaders must agree on basic ways of working. Therefore, the board of directors agree to abide by these principles.

This policy along with Policy 1009 (Code of Ethics) will be signed annually as part of the annual organizational meeting (Policy 1210) and Procedures 1240P.

Approved at a regular scheduled board of directors meeting on Thursday, February 8, 2018.

Sarah Mathews President

Andy Long Vice President

Joshua Board Director

W. L. King Board Director

Cindy Keener Board Director

Cross References: Policy 1009 Board of Directors: Code of Ethics
Policy 1240P Committees

Adopted 10/08/2007

Revised: 12/13/2010; 5/26/2016

Updated: 12/8/2016, 02/08/2018