

Salinas Union High School District

ROLE OF THE BOARD/POWERS AND RESPONSIBILITIES

The Governing Board is elected by the community to provide leadership and citizen oversight of the District's schools. The Board shall work with the Superintendent to fulfill its major roles, which include:

1. Establishing a long-term vision for the District
2. Establishing and maintaining a basic organizational structure for the District, including employment of the Superintendent and adoption of policies, curriculum, the budget and the collective bargaining agreement
3. Ensuring accountability to the local community, including personnel, programmatic and fiscal accountability and service as a judicial and appeals body as needed
4. Providing community leadership and advocacy at the local, state and national levels on behalf of children, District programs and public education

The Board is authorized to establish and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law. (Education Code 35160)

The major powers and duties of the Board of Trustees shall be to:

1. Select the Superintendent of Schools and support him/her in the discharge of his/her duties
2. Take appropriate action to adopt, after recommendation of the Superintendent, a set of rules for the government of the School System
3. Take appropriate action to approve the annual budget after submission by the Superintendent.
4. Exercise control of the schools of the District in accordance with the constitution and general laws of the state
5. Serve as a court of final appeal for employees and patrons in cases referred by the administration or which may be appealed from the administration's decision after they have gone through proper channel
6. Secure adequate housing, equipment, supplies and other facilities for the operation of the schools of the District
7. Confer with administration, architects, consultants and others and make final determination relative to matters of capital outlay with special reference to buildings, sites, major improvements and equipment upon the recommendations of the Superintendent
8. Take appropriate action to approve courses of study for all schools of the District
9. Provide for the establishment of necessary procedures to assure proper accounting of receipts, disbursements, and balances and consider reports on the financial condition of the District
10. Provide for periodic audit of funds of the District as required by law, including funds of student body organizations, cafeterias, and all other funds handled under supervision of the District
11. Authorize commitments of funds of the District and authorize expenditure of funds in payment of obligations

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12. Advise with the Superintendent on his recommendations and take appropriate action upon same
13. Take appropriate action to appoint, upon nomination and recommendation of the Superintendent, all personnel
14. Determine, after consultation and discussion with the Superintendent and other appropriate personnel and organizations, the schedule of salaries for all classes of employees
15. Require, and discuss report of the Superintendent concerning the educational progress of the schools
16. Take appropriate action to approve textbooks after receiving recommendations of the Superintendent
17. Consider recommendations of Superintendent on legal matters
18. Hear communications, written or oral, from citizens or organizations on matters of administration or policy
19. Appraise the efficiency and execution of policies adopted by the Board
20. Take appropriate action to approve the annual school calendar

The Board may delegate any of its duties to the Superintendent or designee but shall be ultimately responsible for the performance of any duties it delegates. (Education Code 35161)

(cf. 2120 - Superintendent of Schools)

(cf. 2210 - Administrative Leeway in Absence of Governing Board Policy)

Mission

The Board shall set the direction for the District by adopting a mission statement which defines the District's goals and priorities. The Board shall carry out its mission-setting role by identifying the strengths and needs of the District, developing and adopting a process for framing the mission, soliciting staff and community input as appropriate, ensuring that the adopted mission statement is implemented, and conducting a periodic review of the mission.

"The Salinas Union High School District develops educated learners to the highest standards preparing them to achieve their life's aspirations and to be productive citizens in a global society."

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

(cf. 6010 - Goals and Objectives)

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Superintendent Employment and Evaluation

The Board shall be solely responsible for employing the Superintendent and ensuring that he/she is the best match for the District based on needed abilities, traits and level of knowledge. When selecting a new superintendent, the Board shall ensure a smooth transition period; evaluate the District's current and long-term needs; plan and conduct a process for recruitment, screening and selection; and approve the Superintendent's employment contract. The Board shall regularly evaluate the Superintendent based on an evaluation system and performance objectives established by the Board and Superintendent.

(cf.2121 - Superintendent's Contract)

(cf.2122 - Superintendent of Schools: Responsibilities and Duties)

(cf.2123 - Evaluation of the Superintendent)

General Hiring and Personnel Accountability

The Board shall adopt wage and salary schedules, and elect or reject employees at the recommendation of the Superintendent or designee. In order to have the best qualified people working at their maximum effectiveness, the Board shall hold the Superintendent responsible for overseeing the District's personnel system, developing effective hiring practices, creating a climate supportive of personnel and providing an effective framework for staff accountability.

(cf. 4000 - concepts and Roles)

(cf. 4111 - Recruitment and Selection)

(cf. 4115 - Evaluation/Supervision)

(cf. 4151/4251/4351 - Employee Compensation)

(cf. 4211 - Recruitment and Selection)

(cf. 4215 - Evaluation/Supervision)

(cf. 4311 - Recruitment and Selection)

(cf. 4315 - Evaluation/Supervision)

Policy Adoption and Monitoring

The Board shall govern the schools by adopting policies that reflect the District's mission and the mandates of law. The Board shall establish a clear policy development process through which it may deliberate on issues, identify priorities, assign responsibilities, identify goals and courses of action, and review policy decisions.

The Board shall also adopt bylaws that promote cooperation, trust and teamwork among its members, give parameters to the Board's operation as a governing body, and ensure that its meetings proceed efficiently and in compliance with law.

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- (cf.9200 - Members)
- (cf.9300 - Governance)
- (cf.9311 - Board Policies)
- (cf.9312 - Board Bylaws)
- (cf.9323 - Meeting Conduct)
- (cf.9400 - Board Self-Evaluation)

Curriculum Adoption and Program Accountability

While the design and implementation of curriculum is primarily a staff responsibility, the Board's role is to adopt overall educational goals and standards, define the curriculum development process, specify graduation requirements, adopt the developed curriculum and ensure compliance with state and federal laws.

To ensure accountability to the community, the Board shall establish measurable benchmarks to assess the effectiveness of the District's educational programs in producing desired student achievement results. Based on these assessments, the Board shall direct the Superintendent or designee to take corrective actions as needed.

- (cf.0420.5 - School-Based Decision Making)
- (cf.6010 - Goals and Objectives)
- (cf.6011 - Academic Standards)
- (cf.6141 - Curriculum Development and Evaluation)
- (cf.6146.1 - High School Graduation Requirements/Standards of Proficiency)
- (cf.6146.5 - Elementary School Promotion/Standards of Proficiency)
- (cf.6162.5 - Student Assessment)
- (cf.6190 - Evaluation of the Instructional Program)

Budget, Facilities and Fiscal Accountability

The Board shall adopt a sound, responsible budget that supports District goals and priorities. To guide the Superintendent or designee in development of the budget, the Board shall establish a budget calendar, budget process and spending priorities through program budgeting.

Recognizing that school facilities are a long-term obligation that impacts District budgets, the Board shall also ensure that a plan is in place to address the District's facility needs, including the funding, construction and maintenance of school facilities. The Board shall approve facility sites, funding sources and architectural and construction contracts.

The Board recognizes that it is accountable to the community for its budget and facilities decisions and for the District's fiscal integrity. The Board shall use accountability systems and processes in order to monitor the District's fiscal health.

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- (cf.3000 - concepts and Roles)
- (cf.3100 - Budget)
- (cf.3312 - contracts)
- (cf.3460 - Financial Reports and Accountability)
- (cf.7110 - Facilities Master Plan)
- (cf.7140 - Architectural and Engineering Services)
- (cf.7150 - Site Selection and Development)
- (cf.7210 - Facilities Financing)

Collective Bargaining

The Board is the legal representative of the District in negotiations with employee representatives. In carrying out the collective bargaining process, the Board shall set goals and guidelines for collective bargaining, select the bargaining team, maintain communications throughout the process and approve the negotiated contract.

- (cf. 4141/4241 - Collective Bargaining Agreement)
- (cf. 4143/4243 - Negotiations/Consultation)

Judicial and Appeals Body

In addition to establishing complaint procedures that ensure due process and facilitate the satisfactory resolution of issues, the Board may convene to serve as a judicial and appeals body in accordance with law, Board policies and negotiated agreements. The Board may delegate fact-finding or hearing responsibilities in appropriate cases but remains the final decision-maker in these proceedings.

- (cf. 1312 - Complaints concerning the Schools)
- (cf. 4031 - Complaints Concerning Discrimination in Employment)
- (cf. 4117.3 - Personnel Reduction)
- (cf. 4117.4 - Dismissal)
- (cf. 4144/4244/4344 - Complaints)
- (cf. 4218 - Dismissal/Suspension/Disciplinary Action)
- (cf. 4317.3 - Personnel Reduction)
- (cf. 5116.1 - IntraDistrict Open Enrollment)
- (cf. 5117 - InterDistrict Attendance)
- (cf. 5119 - Students Expelled from Other Districts)
- (cf. 5125.3 -Challenging Student Records)
- (cf. 5144.1 -Suspension and Expulsion/Due Process)
- (cf. 6159.1 -Procedural Safeguards and Complaints for Special Education)
- (cf. 6164.6 -Identification and Education under Section 504)

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Community Leadership

the Board shall build and maintain community awareness and support by actively involving parents/guardians, business and other community members in the schools and informing them about District programs, policies and issues.

Recognizing that the level of local, state and national support for education impacts the Board's ability to fulfill its responsibilities, the Board shall engage in advocacy on behalf of District schools. The Board shall ensure that the District has the capability to respond to emerging issues and a proactive communications plan for issues that are District priorities.

- (cf. 0510 -School Accountability Report Card)
- (cf. 1020 -Youth Services)
- (cf. 1100 -Communication with the Public)
- (cf. 1112 -Media Relations)
- (cf. 1160 -Political Processes)
- (cf. 1400 -Relations between Other Governmental Agencies and the Schools)
- (cf. 1700 -relations between Private Industry and the Schools)
- (cf. 9010 -Public Statements)

Legal Reference:

EDUCATION CODE

- [5304](#) Duties of governing board (re school District elections)
- [12400-12405](#) Authority to participate in federal programs
- [17565-17592](#) Board duties re property maintenance and control
- [33319.5](#) Implementation of authority of local agencies
- [35000](#) District name
- [35010](#) Control of District; prescription and enforcement of rules
- [35020-35046](#) Officers and agents
- [35100-35351](#) Governing boards, especially:
- [35160-35185](#) Powers and duties
- [35291](#) Rules

Management Resources:

CSBA PUBLICATIONS

- Professional Governance Standards, November 2000
- Maximizing School Board Leadership, 1996

WEB SITES

CSBA: <http://www.csba.org>

Policy Adopted: 5/26/98

Reviewed and retained as Board Regulation: 5/11/04