

Experienced Board Member
Academy


**Policy and Governance
Shared Leadership**

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Secretary/Treasurer



**What Does It
Mean to Govern?**



Boards take the lead

Board Standards

Vision

Structure

Accountability

Advocacy

Conduct & Ethics



Taking the Lead Means:

Securing Resources

Making Decisions &

Monitoring Effectiveness

Developing Policies



What's the Connection Between Policy and Governance?



Boards define their role through
Board Bylaws and delegate
through **Policy**.

Policy makes clear the Board's
direction and intention.



Board Policy

Provides the framework for the day-to-day operation of the district.

Keeps decision-making situation-based and not person-based.

Helps keep the Board focused on governance and Board business.



Policy Composition

Board Policy (BP) is the WHY & What

Policy tells us why and what needs to be done

Administrative Regulation (AR) is the HOW

Developed by the Superintendent
Tells us how the policy is implemented



Boards Serve 3 Functions

Governance

Executive

Judicial



Governance Functions

Policies of The Board:

establishes why and what to govern the district

prescribes bylaws for its own governance – **Board Bylaws** (section 9000)



Board Bylaws 9000 Powers and Duties

“The Board may execute any powers delegated by law to it or to the district which it governs, and shall discharge any duty imposed by law upon it or upon the district which it governs. “

- Governance Functions
- Executive Functions
- Judicial Functions



Executive Functions

Policies of The Board Define:

The **Superintendent** shall serve as the chief executive officer of the Board.

The **Board delegates** to the Superintendent the authority to carry out Board decisions and to make and carry out any decisions which it delegates.



Executive Functions

Policies of The Board Define:

The **Superintendent** shall be fully responsible for the proper use of this authority.

The **Board retains ultimate responsibility** for the performance of any powers or duties delegated.



Judicial Functions

Policies of The Board define...

the ability to hear and resolve grievances, complaints and criticisms.

shall serve as a **body of appeal** for grievances, complaints and criticisms in accordance with Board policies and negotiated employee agreements.



Leading Through Policy

Understand the policy process

Review policy on a regular basis

Link policy to major agenda items

Know where to find your policies

Ask the questions



The Policy Process

- Identify the Need
- Analysis - Gather Facts, Identify Options
- Boards Study, Discuss, Identify Basic Elements
- Draft the Policy



The Policy Process

- Board Review, Public Input
- Corresponding Administrative Regulations
- Disseminate and Implement
- Review



Questions ?

Does your Board think in terms of policy?

Do you regularly schedule policies for review?

Do you look to policy before making decisions?

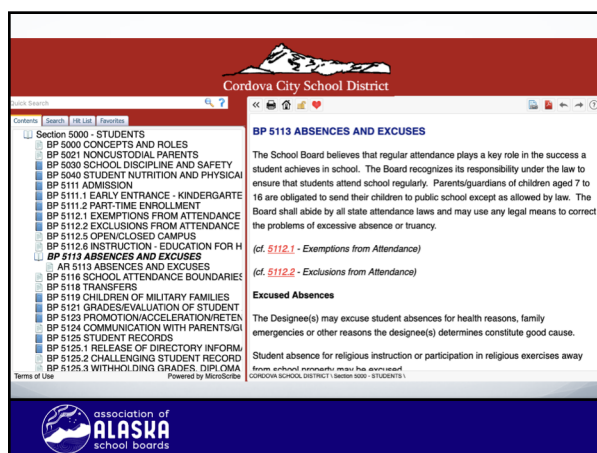
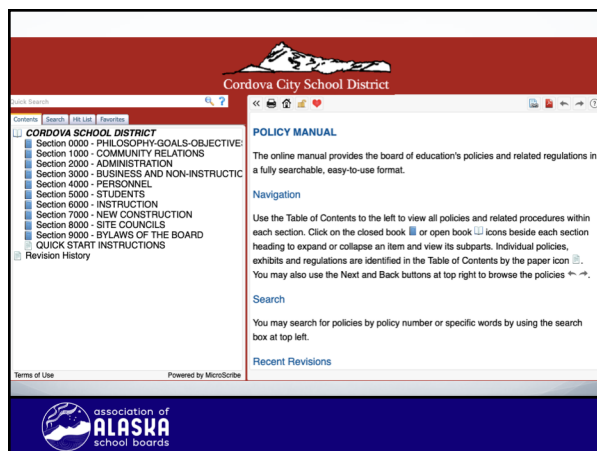
Do you know what policy has to do with governance?



Where is my policy ?

Usually it is now kept online

Example: AASB Policy Online service




BP 5113 ABSENCES AND EXCUSES

The School Board believes that regular attendance plays a key role in the success a student achieves in school. The Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children aged 7 to 16 are obligated to send their children to public school except as allowed by law. The Board shall abide by all state attendance laws and may use any legal means to correct the problems of excessive absence or truancy.

(cf. [5112.1](#) - Exemptions from Attendance)

(cf. [5112.2](#) - Exclusions from Attendance)

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Legal Reference:

ALASKA STATUTES

[14.03.070](#) School age

[14.17.500](#) Student count estimates

14.17.160 Student counting periods

[14.30.010](#) When attendance compulsory

[14.30.020](#) Violations

[14.30.030](#) Prevention and reduction of truancy


ALASKA ADMINISTRATIVE CODE


[4 AAC 09.005-4 AAC 09.105](#) State aid

Revised 1/09

ADOPTED: 5/11/05

CORDOVA SCHOOL DISTRICT \ Section 5000 - STUDENTS \

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**Cordova City School District**

Section 5000 - STUDENTS

- BP 5000 CONCEPTS AND ROLES
- BP 5021 NONCUSTODIAL PARENTS
- BP 5030 SCHOOL DISCIPLINE AND SAFETY
- BP 5040 STUDENT NUTRITION AND PHYSICAL
- BP 5111 ADMISSION
- BP 5111.1 EARLY ENTRANCE - KINDERGARTEN
- BP 5111.2 PART-TIME ENROLLMENT
- BP 5112.1 EXEMPTIONS FROM ATTENDANCE
- BP 5112.2 EXCLUSIONS FROM ATTENDANCE
- BP 5112.5 OPEN/ENCLOSED CAMPUS
- BP 5112.6 INSTRUCTION - EDUCATION FOR H
- BP 5113 ABSENCES AND EXCUSES
- AR 5113 ABSENCES AND EXCUSES**
- BP 5118 SCHOOL ATTENDANCE BOUNDARIES
- BP 5118 TRANSFERS
- BP 5119 CHILDREN OF MILITARY FAMILIES
- BP 5121 GRADES/EVALUATION OF STUDENT
- BP 5123 PROMOTION/ACCELERATION/RETEN
- BP 5124 COMMUNICATION WITH PARENTS/GI
- BP 5125 STUDENT RECORDS
- BP 5125.1 RELEASE OF DIRECTORY INFORM
- BP 5125.2 CHALLENGING STUDENT RECORD
- BP 5125.3 WITHHOLDING GRADES, DIPLOMA

AR 5113 ABSENCES AND EXCUSES

When students who have been absent return to school, they must present a satisfactory explanation verifying the reason for the absence. The following methods may be used to verify student absences:


- Written note from parent/guardian or parent-representative.
- Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
 - Name of student.
 - Name of parent/guardian or parent representative.
 - Name of verifying employee.
 - Date or dates of absence.
 - Reason for absence.

3. (Add to this student's home by the verifying employee.)

CORDOVA SCHOOL DISTRICT \ Section 5000 - STUDENTS \ ABSENCES AND EXCUSES \

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Thank you!

Questions?

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