

Barbour County Schools Policy
SCHOOL BOARD EFFECTIVENESS

1. Purpose.

West Virginia Code §18-5-14, enacted in 1993, places school boards in the forefront of citizen- inspired public education leadership, and in policy making and decision making. In order to fulfill the requirements of the statute, the board adopts this policy. The general purpose of this policy is to enable the board to receive information, comments and suggestions directly from 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. To that end, the following direct links are hereby established between the board and its local school improvement councils, faculty senates, and citizens of Barbour County.

2. 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 (hereafter, LSIC) regarding board guidelines for oversight procedures, standards of accountability, and planning for future needs, the following direct links are established between the board and its LSICs:

2.1 Scheduled Annual Meetings and Reporting.

2.1.1 The board shall meet on an annual basis with a quorum of each school's LSIC.

2.1.2 The superintendent shall arrange a schedule whereby one regular board meeting will be held at each school in the county. This one meeting will happen concurrently with the one scheduled for the Faculty Senate presentation.

2.1.3 The LSIC shall be placed on the agenda at the is meeting and shall submit a report listing accomplishments, success meeting state and local goals, school based accreditation and performance data, problem areas, plans for the future, and any other information the LSIC deems relevant.

2.1.4 The LSIC report may also include: involvement of parents and business leaders of the community in school activities; local initiative designed and implemented to meet their local school needs and circumstances; alternatives or waivers proposed; utilization of volunteers; membership programs implemented; and utilization of facilities or grounds for community purposes.

2.1.5 By the end of the fiscal year (June 30), the superintendent shall prepare, for approval by the board, a report concerning the meeting held with the LSICs during the school year.

2.1.6 Upon approval by the board, the report, including amendments made by the board, shall be delivered to the State Board of Education and to each LSIC.

2.2 Additional Meetings: At its discretion, the board may hold additional meetings with any LSIC, in particular, with any low performing school or with any combination of LSICs, Faculty Senates, and the community at large as deemed appropriate or necessary as a result of issues raised in the required annual meetings.

3. Direct links between the Board and Faculty Senates.

To enable the board to receive information, comments, and suggestions directly from Faculty Senates regarding board 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 Scheduled Annual Meetings and Reporting.

3.1.1 The board shall meet on an annual basis with a representative(s) of each school's Faculty Senate.

3.1.2 The superintendent shall arrange a schedule whereby one regular board meeting will be held at each school in the county. This one meeting will happen concurrently with the one scheduled for the LSIC presentation.

3.1.3 The Faculty Senate shall be placed on the agenda at this meeting. The Faculty Senate Chair, or his/her representative, shall, either verbally or in writing, provide information, comments and suggestions to the board that have originated from the Faculty Senate.

3.1.4 Reports from the Faculty Senate may include a report of each senate's expenditure of funds to purchase academic materials, supplies and equipment; professional interviews conducted; nominations made for recognitions; school scheduling; curriculum offerings; and challenges that need to be addressed.

3.2 Additional **Meetings**: At its discretion, the board may hold additional meetings with any LSIC, in particular, with any low performing school or with any combination of LSICs, Faculty Senates, and the community at large as deemed appropriate or necessary as a result of issues raised in the required annual meetings.

4. Direct Links between Board and Employees.

4.1 Employees of Barbour County Schools shall be provided the opportunity to make recommendations through appropriate channels to the board.

4.2 School level employees shall submit recommendations to building administrators for review and comment.

4.3 Principals shall be responsible for submission of the written recommendations and comments to the superintendent.

4.4 Written recommendations received by the superintendent will be reviewed and placed on the board agenda for possible action.

4.5 Status of recommendations reviewed by the board will be indicated on the original recommendation form and forwarded to the submitting administrator.

4.6 It shall be the responsibility of the principal to report disposition of the recommendation to the initiating employee(s).

5. Direct Links Between the Board and the Community at Large.

5.1 The following steps shall be taken to develop direct links between the board and the community at large, allow for community involvement, at regular board meetings, and regularly communicate with the public regarding important issues.

5.1.1 All residents of Barbour County and other interested parties shall be welcomed at any or all regular, special, and/or annual meetings of the Barbour

County Board of Education pursuant to the procedures outlined in **Barbour County Schools Policy 1200: School Board Meetings.**

- 5.1.2 Given board meeting procedure is followed, the president will support discussion by all those in attendance regarding any concerns concerning the board's planning for future needs; the board's policies and oversight procedures; and, any other item deemed necessary or appropriate by the board after having received input from the affected persons.
- 5.1.3 **Requests for Information:** Throughout the year, the board may make written requests for information from LSICs, Faculty Senates, other community agencies, or hold community forums to receive input from the affected community.
 - 5.1.3.1 The board recognizes that, from time to time, it will be necessary to submit written surveys to the Faculty Senates, LSICs, and to the community at large concerning issues raised at the annual meetings, at the public forums, or at any other board meeting.
 - 5.1.3.2 Accordingly, the board will, from time to time, submit written surveys to parents by any expedient means available, such as by including surveys with report cards, newsletters, etc.
 - 5.1.3.3 The survey shall seek the opinions of the parents and teachers on important issues such as curriculum, school scheduling, or any other issues which are being considered by the board.
 - 5.1.3.4 There shall be included on each survey a request for comments from any person concerned, and ample space shall be provided on the form for the comments to be made.
 - 5.1.3.5 At the end of the survey period (as designated within the survey), the superintendent shall provide a written report to the board of the survey results.
 - 5.1.3.6 The board shall then take the survey results into consideration in reaching decisions on any of the issues involved.
- 5.1.4 School Newsletters.
 - 5.1.4.1 The superintendent shall require each school to provide to all parents whose children attend the school a written newsletter which contains relevant information about the school, such as recent events, upcoming events, the school's "report card", and any other information deemed relevant by the superintendent.
 - 5.1.4.2 The superintendent shall periodically review the status of each school's compliance with this provision.

6. Periodic Review of Personnel Policies

- 6.1 The following procedures shall be followed to ensure that the board's personnel policies are periodically reviewed to determine their effectiveness.
 - 6.1.1 All personnel policies shall have a review date noted on the upper left hand corner.
 - 6.1.2 The superintendent shall review each personnel policy based on the review date noted on the policy.

- 6.1.3 The superintendent shall include each personnel policy to be reviewed on the agenda of a regularly scheduled board meeting during the year the policy is to be reviewed.
 - 6.1.4 Policy revisions or repeals will be in compliance with Barbour County Schools Policy 1220 School Board Policy Development and Adoption.
7. **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.
- 7.1 Record: Annual Review: The procedures required by the previous sections of this policy are all intended to meet these ends.
 - 7.1.1 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.
 - 7.1.2 At least annually, the record shall be considered by the board to identify suggestions worthy of further consideration.
 - 7.2 Existing Policies.
 - 7.2.1 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.
8. **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 WV Board of Education, as well as other available data, in board decision-making.
- 8.1 The superintendent shall compile and share with the board, at least annually, the education goals of the State of West Virginia.
 - 8.2 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 WV Board of Education, as well as other available data, in board decision making.
 - 8.3 During the annual meetings with the schools, the board will review the local school improvement plan and the individual school's "report card" results and any other school based accreditation or performance data.
 - 8.4 Each school will report on how this data is being used to formulate the local school goals. Each school will explain how the local school improvement plan is designed to meet the county, state and national goals and plans for future needs.
9. **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.

10. Filing with the State Board of Education.

- 10.1** No later than August 1, 2003, the superintendent shall file with the State Board of Education a copy of this policy.
- 10.2** Modifications – If this policy is modified, the superintendent shall promptly file with the State Board of Education a copy of the policy as modified.

Adopted: 08/02/94

Revised: 4/28/08

Source: WV Code 18-5-14