

# Mounds View Public Schools

## Board Governance Policy

### **BG-0103 Functions of the School Board**

The three major functions of the School Board are as follows:

**Planning and Policy Making** - This should be a joint effort of the School Board and the Superintendent, assisted by school personnel. Providing educational services involves relating a large number of elements: children, teachers, curriculum, buildings, money, supplies, transportation, non-certificate personnel, state and federal requirements, community interests, etc. Both short and long range planning are mandatory for the efficient and effective operation of a public school system. The outcome of planning usually takes the form of policies that are essential for the direction and guidance of the School Board, the Superintendent and his/her staff.

**Legislation** - Legislation, which follows planning and policy making, means approving the means by which policies may be executed. The adoption of textbooks, the approval of salary schedules, the ratification of curriculum changes, the decision to call an election on a bond issue are examples of legislative activity. The Superintendent should recommend a course of action for the School Board; it is then the School Boards' prerogative to accept, reject, or accept with modifications the Superintendent's recommendations.

**Appraisal or Evaluation** - The appraisal or evaluation of the work of the schools and their personnel means determining whether or not the community is receiving the kind of educational services it should be receiving, whether or not the school money is being efficiently spent, and what changes, if any, should be made. It is recognized that evaluation is a difficult, yet necessary, undertaking. The School Board should rely on the Superintendent for data on which evaluation should be based. The School Board's evaluation of the Superintendent is the most important single factor in the entire effort of appraisal.

*Additional important functions of the School Board include:*

**Judicial** - From time to time, it may be necessary for the School Board to sit in a quasi-judicial capacity for hearings.

**External Public Relations** - There should be continuing joint effort on the part of the School Board, the Superintendent and the staff to keep the public informed regarding the operation of the schools.

**Internal Public Relations** – The Board may utilize Board Liaisons to individual schools under the following conditions:

1. Board Liaison is an assignment by the Board during the annual Organizational Meeting
2. Board Liaisons represent the Board and district interests to the school, they do not represent the school and local interests to the Board
3. Board Liaisons are not obligated to attend school meetings
4. Board Liaisons do not engage in any formal role, relationship or action with school administrators or groups and associations

**Inter-Agency Cooperation** - Cooperation with other local, state and national agencies which are dedicated to education and youth services is essential in fulfilling the mission of the Mounds View Public Schools. The resources and expertise available from such agencies can enhance the instructional program and assist the Mounds View Public School's personnel in meeting the needs of students and parents.

**In-Service Education** - The School Board recognizes the need of its members to acquire knowledge regarding Mounds View Public Schools management and skills of governance in order to function effectively in their roles. Programs offered by the Minnesota School Boards Association and the

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### **BG-0103      Functions of the School Board (continued)**

National School Boards Association are opportunities for School Board in-service. Members of the School Board will be encouraged to attend meetings, workshops and conventions designed to provide information and skills that will aid in the effective governance the Mounds View Public Schools. Attendance at such functions will be at School Board expense within the constraints of the budget. The Superintendent shall keep the School Board informed of available professional offerings and will facilitate meeting and travel arrangements as required. The majority of the School Board must approve all out-of-town travel for School Board members. The School Board may also solicit guidance from outside consultants.

Adopted: June 25, 2002  
Reviewed: March 9, 2021