

**CENTRAL INN SCHOOL DISTRICT
32433 HWY 228, HALSEY**

**CENTRAL LINN SCHOOL BOARD
CENTRAL LINN HIGH SCHOOL**

On February 24, 2020, members of the Central Linn School Board met with a representative from Oregon School Boards Association who presented a workshop on the Basic Roles and Responsibilities of a School Board. The training began at approximately 6:15 p.m. in Central Linn High School's computer lab.

Members Present: Jennifer Duringer, David Karo, Rebekah Schneiter, Parker Leigh, Tony Isom and Brian Tenbusch.

Others: Brian Gardner, Renee Sessler (OSBA), Celeste Van Cleave, Robyn Bailey, Lillian Gardner and Dena Crowell.

Items the Board would like to see covered during this workshop: Basic Board 101, board expectations (roles and responsibilities), what makes an effective board and communication with the public by board members.

Board members shared what excites them most about school board work. Answers that came back; to be able to be involved in the school though having a full-time job, to give back, serving at public events, being able to have an impact and during my children's lives I will have some sort of way to give back.

Board members then shared what gives them pause about being a board member. Answers that came back; input from the community and coming to a consensus, being part of the decision making process and the impact of decisions that are made, the time requirement while having a family, voting on items especially when I have little to no background on how schools work, knowing I won't make everyone happy when making decision and the unhappy people are the ones you will hear from the most.

Communication with the community

When hearing from the community about concerns they may have, invite them to come to meetings to talk on their specific problem. Hold forums, if necessary. Avoid one on one problematic discussion. If a board member engages in a personal problem, their problem may become a judicial issue for that board member. You can talk to the community about decisions being made in board meetings and what is coming up in future board meetings.

Board members need to all operate from the same information when making decisions. By having board members relay the singular school board email (cldschoolboard@centrallinn.k12.or.us), it will ensure that everyone is hearing communication or allegations of complaints the same way. If members are to have business cards, the singular email contact is recommended. Renee Sessler mentioned that Pendleton School Board member's business cards reference Policy KL, Public Complaints, to direct those with concerns to the proper way of dealing with their issues.

Duties of board work and superintendent work

Board's responsibilities is to govern through hiring the superintendent, setting district goals and vision statement, adopting policy, setting budget, approving contracts and monitoring progress. The board's best practices roles are to:

1. Set clear expectations
 - a. Modeling behavior that is expected of others. The behavior modeled profoundly shapes the culture and practices of the organization.
2. Learn as a board team
3. Support and accountability
4. Create the public will to succeed

Superintendent's responsibilities is to manage through hiring staff, turning goals and vision into action, develop administrative regulations, plan expenditures, employee relations and reporting progress.

The Board submitted to a short quiz to help better understand the division of duties between Board Work and Superintendent Work; between governing and managing. The Board governs by hiring a superintendent; setting goals and visions; adopting policy; setting budget; approving contracts and monitoring progress. A superintendent manages by hiring staff; turning goals and vision into action; developing administrative regulations; planning expenditures; managing employee relations and reporting progress.

Board members are not representatives of their zone only, they are representatives of the whole district. Board members must be sure to do what's right for kids; kids come first. The board is to rely on the superintendent as the professional educator, his recommendation is to be what's best for the kids. Learn as a board-superintendent team.

Other School Board resources

OSBA Summer Board Conference (July), Annual OSBA Conference (November). Key information can be found on the OSBA site and through district policies; BBA, School Board Powers and Duties; BBAA, Individual Board Member's Authority and Responsibilities; BBF, School Board Member Ethics.

The workshop adjourned at approximately 9:00 p.m.

Dena Crowell, Board Secretary

Parker Leigh, Board Chair

Date Approved

Board meeting minutes approved on March 9, 2020.
Original minutes with signatures on file at the District Office.