



Becoming Board President

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A word cloud with 'PRESIDENT' and 'MEDIATOR' as the most prominent words. Other visible words include 'COMMUNICATOR', 'COLLABORATOR', 'FLEXIBLE', 'LEADER', 'GOOD LISTENER', 'TEAM PLAYER', 'RELATIONSHIP BUILDER', 'LIFE LONG LEARNER', 'TEAM PLAYER', 'LEADER', 'MEDIATOR', 'COLLABORATOR', 'FLEXIBLE', 'GOOD LISTENER', 'PRESIDENT', 'TEAM PLAYER', 'RELATIONSHIP BUILDER', 'LIFE LONG LEARNER'. The words are in various colors (red, orange, yellow, green, blue) and orientations, creating a dynamic and colorful composition.

Legal Requirements of Organizational Meeting

- MUST occur between January 1 and January 15 following a general election
- CAN occur more frequently than that if allowed by board policy and the matter is on the agenda
 - Many districts have one every year between Jan. 1 and Jan. 15
- Organizational meeting is when the board elects from its membership a board president
 - Board president is the only board officer position mandated by statute
- Elected by public vote on motion

Choosing Your Board President

Option 1:

- Annual board discussion about who is willing and able to serve in the coming calendar year
- Conduct in the fall of each year or the fall before each organizational meeting

Option 2:

- During the organizational meeting, ask for all suggestions of those willing to serve
- Do so before entertaining first motion

Option 3:

- Motions and voting occur during the organizational meeting with no discussion



Best Practices for Organizational Meeting

- Previous board president chairs the organizational meeting, then passes gavel to new board president if there is a change
 - Allow for discussion about the board presidency and clerk/VP positions on the board
- If vote is a tie, it fails
 - If the board cannot agree on a board president, the previous board president or the person chairing the organizational meeting continues as board president until one can be chosen

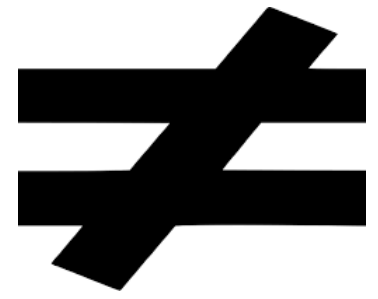
Do I Want to be Board President?

Considerations:

- Time Required
- What are the board and district goals for the coming year?
- Am I the best fit for that work?
- Do I have a good working relationship with everyone on the board?
- Am I comfortable with conflict and resolving conflict?
- Do I understand how to effectively run a meeting?
- Can I work collaboratively with the superintendent and other board members?



Board President



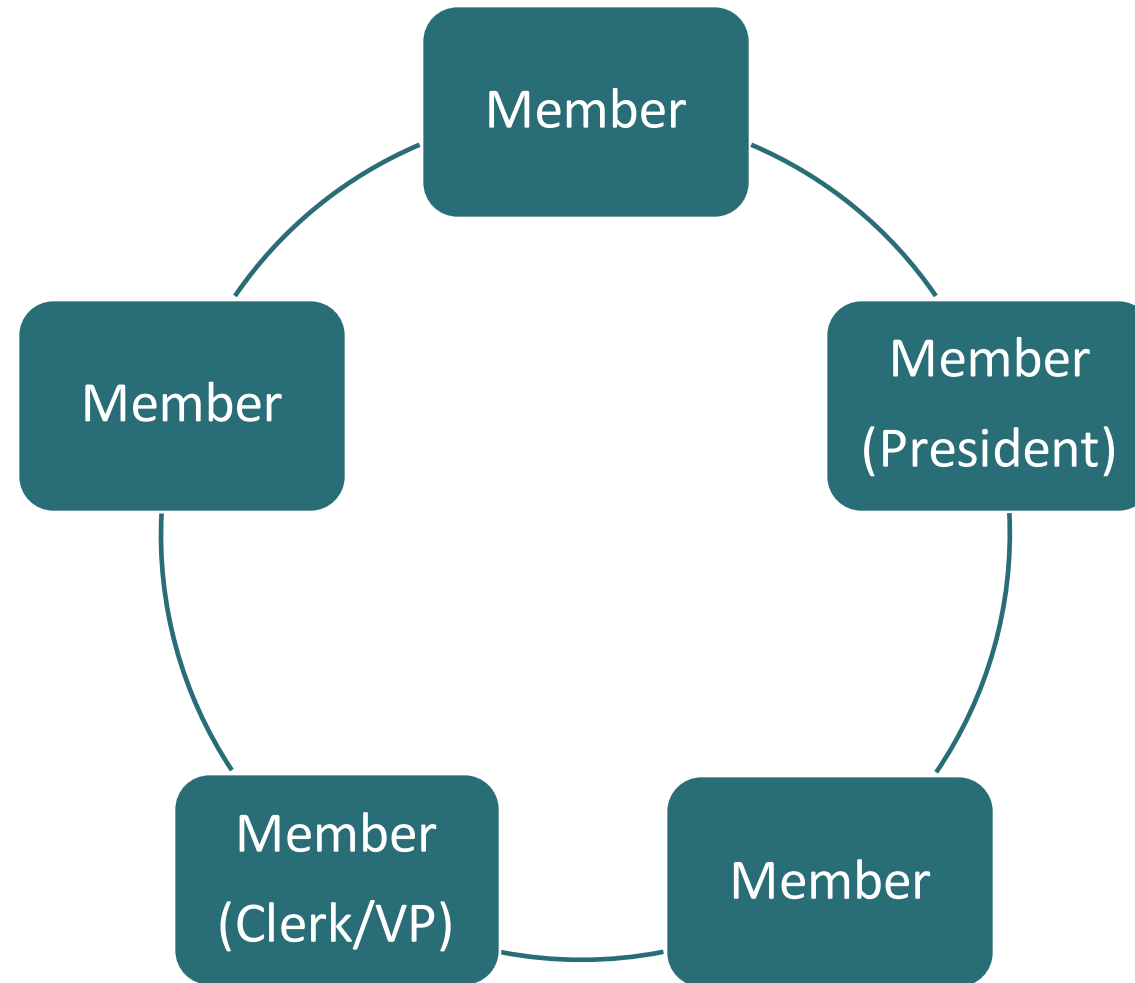
King

OR

Queen

GATEKEEPER

Leader of Leaders



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Qualities of Board Presidents

Board President Attributes:

- Leader
- Communicator
- Relationship Builder
- Respected Community Member



Knowledge Needed:

- Role of Governing Board
- Legal Obligations
- Meeting Flow and Processes
- Policies
- District vision, mission and strategic plan

Soft Skills Required!

- Communication
- Teamwork
- Time Management
- Flexibility
- Problem Solving
- Collaboration

- Humor
- Listening Skills
- Stress Management
- Crisis Management
- Conflict Resolution
- Public Speaking

Policy and Legal Responsibilities Role

Governing Board Policy BDB defines the authority of board president, including:

- A. Preside over all meetings and conduct meetings in accordance with Arizona law and policies of the District.
- B. Consult with the Superintendent and, on behalf of the Governing Board as a whole, approve items to be placed on the agenda for each meeting.
- C. Encourage and maintain orderly and democratic participation.
- D. Keep all discussions factual and on the subject at hand.
- E. Allow for full and complete exploration of each item of business.

**Important: Board president only has power given to him or her by the board through policy or by board action*

Relationship Capital:

- Our interactions with others result in deposits or withdrawals
- The more we've "invested," the less impact withdrawals have
- Withdrawals, with no investment, "bankrupt" the relationship

Remember this when:

- Making requests
- Seeking collaboration
- Before and after conflict

Meeting and Pacesetter Role



- Board president has all of the powers and responsibilities of any board member PLUS running the meeting
 - Board president can make motions, second motions and vote
- Board president has responsibility for setting the pace of the meeting BUT all board members can help with that
 - Devise tactics for redirecting the focus as needed

Ceremonial Role

School groundbreaking
Graduations
Community events

*You should be invited to these types of events and remember OML if all board members are invited

Spokesperson Role

Newspaper
T.V. or radio

*Do not serve as spokesperson for the board unless asked to do so

What's the Policy?



BE: School Board Meetings

BEDB: Agenda

BEDBA: Agenda Preparation

BEDD: Rules of Order

BEDF: Voting Method

BEDH: Public Participation at Board Meetings

Types of Board Meetings

- **Regular**

- Must be held at least once a month during the school year
- A schedule of regular meetings must be established by July 1

- **Special**

- Can be called when deemed necessary with at least 24 hours notice
- Work/Study Session
- Retreat

Agenda as a Roadmap

BEDB: Outline of your
board agenda

BEDBA: Agenda preparation
and dissemination



Agenda Setting



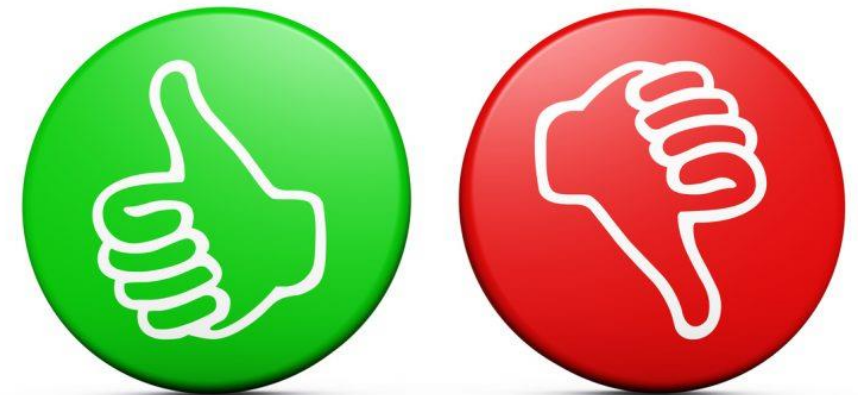
- Board president represents the rest of the board in meeting with superintendent to create the board agenda
- Governing Board Policy BEDBA
- Model Policy:
 - The Superintendent will prepare Board meeting agendas in consultation with the Board President.
 - The Superintendent, with the approval of the Board President, on behalf of the Governing Board as a whole, may place items on the agenda.
 - Any Board member proposing an item for consideration of placement on the agenda will notify the Superintendent of the item of business at least five (5) working days before the meeting.
- It is the board's agenda...
 - but you must work with the administration to get the business of the district done

Rules of Order

- Most districts have adopted simple rules of order
- Robert's Rules of Order may be helpful but it is not normally controlling as most districts have not adopted them
- Governing Board Policy BEDD
 - A. It shall hold a regular meeting at least once each month during the regular school year and may hold other meetings as often as called.
 - B. Each action item shall require a motion, and all motions shall require seconding.
 - C. The President may make or second motions, and may vote on all motions.
 - D. A motion to adjourn is in order at any time. Such a motion shall require a second and a majority vote. No discussion is in order.
 - E. A motion to table is in order at any time. Such a motion requires a second and is limited to being considered only once on any given agenda item. No discussion is in order.
 - F. Rules of order may be subject to suspension only upon a majority vote of the members of the Board present at a meeting.

Consent Agenda

- An item listed on the regular agenda that groups routine item under one agenda heading
- Allows for a unified motion and action
- Items in the consent agenda should be routine
 - Approval of personnel changes
 - Review of monthly bills and payments
 - Approval of minutes
 - Field trip approval



Public Participation

- Public participation is NOT required by law
- Board meetings are IN public, not FOR the public
- If you allow for public participation:
 - Set parameters for participants including a time limit
 - Develop some way to track community members who wish to address the board—many districts use speaker cards that those wishing to speak to the board can fill out prior to the start of the board meeting
 - Ensure that board members understand the legal limitations in responding to the public comment
 - Be consistent
 - If you intend to change the parameters for a special meeting, notify your community well in advance of the meeting



Study/Work Sessions

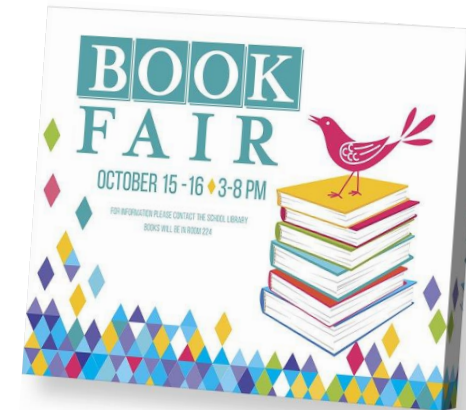
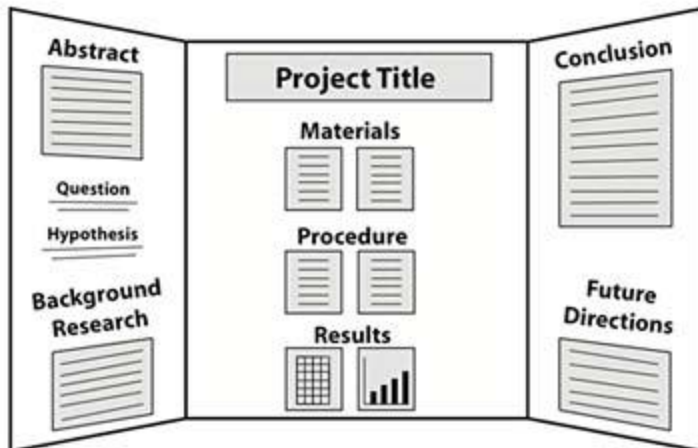
Between regular meetings the board could elect to have a work/study session

Work/study session could be discussions around issues that will impact decisions the board will make in the future

Deep dive into data or “hot topics”



Special Events



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Conferences/Workshops

- In-person learning experiences designed to deepen or gain knowledge in a variety of areas including governance or equity
- Allow for networking with board members from across the state or nation
- Provide a diversity of ideas and programs that may be beneficial to your school district

Webinars/Online Courses/Books

- Allow for board members to learn on their own time, in their home location
- Provides flexibility of study topic and time
- Book study with your board or board members in your geographic location

Board Self-Evaluation: Board Policy BAA

- Accountability
 - Community
 - Staff
 - Students/Families
 - Self
 - Opportunity
 - Flashlight vs. Hammer
-
- Continuous Improvement
 - Identify Areas for Improvement
 - Create Goals and Strategies
 - Growth
 - Measure Success
 - Review and Revamp



THANK YOU!

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