



I Was Elected... Now What?

YOUR PRESENTERS



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OUR MISSION IS

CULTIVATING EXCELLENCE IN LOCALLY-GOVERNED SCHOOL DISTRICTS

to bring about the best schools in every Arizona community.

One of ASBA's core beliefs: Knowledgeable and professionally trained governing board members are fundamental for ensuring student success.

What We Do For Our Members...

Training and Leadership Development

- Conferences
- Workshops
- Free Webinars
- Board Self Evaluation
- Superintendent Evaluation

Representation and Advocacy

- Local, State and Federal Advocacy
- State Board of Education
- Arizona Department of Education
- Legal Issues

Products and Services

- Policy Services
- Superintendent Search
- Customized Trainings
- Employee Handbook

Get Oriented:



Should I meet with the superintendent?

Other
members
of staff?

What about with
other board
members?



BEGIN YOUR
LEADERSHIP
JOURNEY
WITH ASBA

Phone: 602-254-1100
Toll-free: 800-238-4701



Get Oriented: What should I review?

District
Basics

Board
Information

Financials

Facilities

Human
Resources



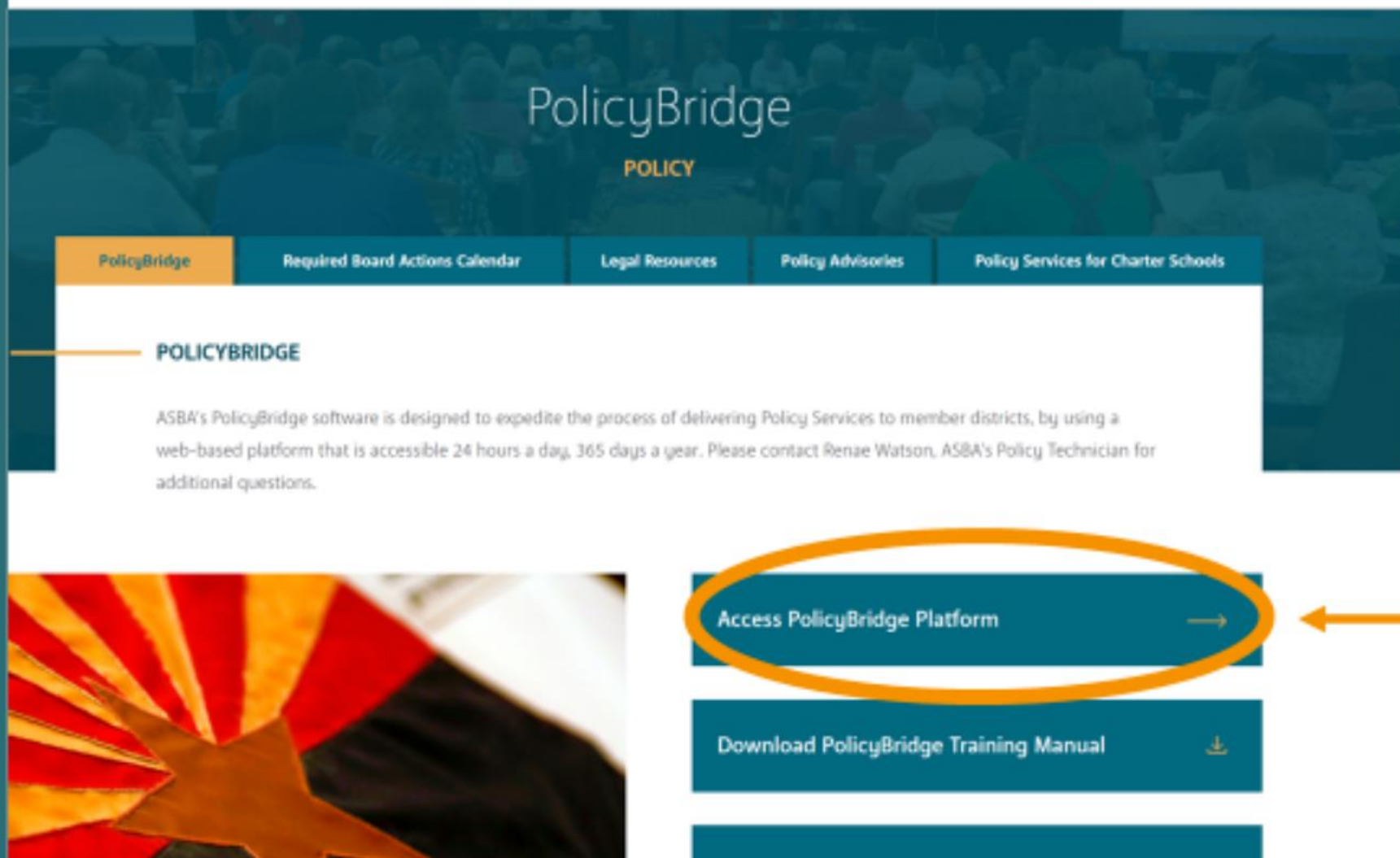
Full details in ASBA's New Board Member Onboarding booklet

EXAMPLE: FINANCE

- **Current District Budget Summary:** Explanation of how, when and by whom it is prepared; how educational needs are translated into a budget plan, how the money is derived, and the board's role in the process.
- **Explanation of the assessed valuation and tax structure of the district.**
- **Explanation of the funding/budgeting process for school districts.**
- **Data to address the current existing bond indebtedness of the district and when various building debts will expire.**
- **Information regarding federal aid to school district education.**
- **Explanation of how the tax rate is determined.**

QUICK TUTORIAL

Accessing your district's policies



The screenshot shows the PolicyBridge website. At the top, the text "PolicyBridge" is displayed in white, with "POLICY" in orange below it. A navigation bar contains five items: "PolicyBridge" (highlighted in orange), "Required Board Actions Calendar", "Legal Resources", "Policy Advisories", and "Policy Services for Charter Schools". Below the navigation bar, the heading "POLICYBRIDGE" is followed by a paragraph: "ASBA's PolicyBridge software is designed to expedite the process of delivering Policy Services to member districts, by using a web-based platform that is accessible 24 hours a day, 365 days a year. Please contact Renae Watson, ASBA's Policy Technician for additional questions." To the left of the main content area is a vertical image of a red and yellow sunburst. Below the text, there are three buttons: "Access PolicyBridge Platform" (circled in orange with a right-pointing arrow icon), "Download PolicyBridge Training Manual" (with a download icon), and a partially visible button below it.

Go to

www.azsba.org/policy

Click on
Access PolicyBridge
Platform

QUICK TUTORIAL: Accessing your district's policies

Find your district
on the list.

Click on
the district name.

No log-in is
needed!

The screenshot shows the ASBA (Arizona School Boards Association) PolicyBridge website. The top navigation bar includes the ASBA logo, links for Home, Advanced Search, and a dropdown menu for Searches. There are also links for Previous Document (Prev Doc) and Next Document (Next Doc), and a search bar with a More dropdown and a Search button.

On the left side, there is a list of school districts, each preceded by a small triangle icon. The first district, "Agua Fria Union High School District No. 1", is highlighted with a grey background. Other districts listed include Agula Elementary School District No. 63, AJD Unified School District No. 15, Alhambra School District No. 68, Alpine Elementary School District No. 7, Altar Valley School District No. 51, Amphitheater Unified School District No. 1, Antelope Union High School District No. 51, Apache Junction School District No. 43, Apache Elementary School District No. 42, Arlington Elementary School District No. 4, Ash Creek School District No. 53, Ash Fork Joint Unified School District No., Avondale Elementary School District No. 4, Baboquivari Unified School District No. 40, Ball Charter Schools, Bales Elementary School District No. 31, Bagdad Unified School District No. 20, Beaver Creek Elementary School District No., Benson Unified School District No. 9, and Bismarck Unified School District No. 1.

On the right side, the "policybridge" logo is displayed. Below it is a login section with fields for "Username" and "Password", and a "Login" button. Below the login section, there are two sections: "Private Access" and "Public Access".

Private Access: To edit a policy or to utilize PolicyBridge subscription features, login.

Public Access: To view a policy, use the document navigation to the left, click the drop-down triangle and then click on a document.

QUICK TUTORIAL: Accessing your district's policies

Click section you want to review.

Click on the specific policy you want to review.

(BBA is one you should DEFINITELY take a look at!)

The screenshot shows the ASBA (Arizona School Boards Association) website. The top navigation bar includes links for Home, Advanced Search, Searches, Prev Doc, and Prev Hit Doc. A search bar is located on the right. The left sidebar contains a list of districts and policy sections. The main content area displays the BBA policy page, titled "BBA © BOARD POWERS AND RESPONSIBILITIES".

ASBA
Arizona School Boards Association

Home | Advanced Search | Searches | Prev Doc | Prev Hit Doc | Next Doc | Next Hit Doc

More ▾ Search SEARCH

Arizona School Boards Association

- ▶ Arlington Elementary School District No. 4
- ▶ Ash Creek School District No. 53
- ▶ Ash Fork Joint Unified School District No.
- ▶ Avondale Elementary School District No. 4
- ▶ Baboquivari Unified School District No. 4C
 - © 2018 by Arizona School Boards Association
 - BABOQUIVARI UNIFIED SCHOOL DISTRICT
 - ▶ SECTION A - FOUNDATIONS AND BASIC PRINCIPLES
 - ▶ SECTION B - SCHOOL BOARD GOVERNANCE
 - BA © SCHOOL BOARD OPERATIONAL POLICIES
 - BAA © EVALUATION OF SCHOOL BOARD
 - BAA-E ©
 - BB © SCHOOL BOARD LEGAL STATUTES
 - BBA © BOARD POWERS AND RESPONSIBILITIES**
 - BBAA © BOARD MEMBER AUTHORITY
 - BBBA © BOARD MEMBER QUALIFICATIONS
 - BBBB © BOARD MEMBER OATH OF OFFICE
 - BBBB-E ©
 - BBBC © BOARD MEMBER RESIGNATION
 - BBBD © BOARD MEMBER REMOVAL

BBA © BOARD POWERS AND RESPONSIBILITIES

The Board shall act as the general agent of the state of Arizona in carrying out the will of the people of this District in the matter of public education.

The Board is authorized under the laws of the state of Arizona to adopt all needed policies and regulations for the organization, evaluation, and governance in the District.

The Board performs the following basic functions necessary to the discharging of its responsibilities: legislative, executive, and appraisal:

- A. The legislative function is the policy-making aspect of the school system. It is the policy of the Board to retain and exercise full legislative authority and control over the schools by adopting general policies or by acting directly in matters not covered by its policies.
- B. The executive function of the Board is concerned with placing in operation existing Board policy. Most of this function is delegated by the Board to its executive and administrative officer, the Superintendent.
- C. The appraisal function involves the determination of the efficiency of the school operation and an evaluation of the educational program of the District based on the policies as outlined in the policy manual.

The duties and obligations of an individual Board member include the following:

- A. To become familiar with the state's school laws, regulations of the State Department of Education, and District policies, rules, and regulations.
- B. To have a general knowledge of the educational aims and objectives of the system.
- C. To work harmoniously with other Board members without neglecting a proper share of the work or trying to dominate the Board.
- D. To vote and act in Board meetings impartially for the good of the District.
- E. To accept the will of the majority vote in all cases, and give wholehearted support to the resulting policy.
- F. To accept the responsibility for confidentiality in appropriate matters, especially those dealing with personnel and the divulging of privileged information that could cost the District money, support, or public confidence.

BEGIN YOUR LEADERSHIP JOURNEY WITH ASBA

ASBA-ASA 65TH ANNUAL CONFERENCE

December
14

2022

NEW BOARD MEMBER ORIENTATION PRE-CONFERENCE



Get Oriented: Your Governance Role

- Board
- Operations and
- Leadership
- Training
- Seminar



2023 BOLTS: January 27 (Tucson), February 8 (Flagstaff), February 10 (Phoenix)



CONTACT INFORMATION

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