

THE BOARD OF DIRECTORS

Board Officers and Duties of Board Members

President

The president shall preside at all meetings of the board and sign all papers and documents as required by law or as authorized by action of the board. The president shall conduct the meetings in the manner prescribed by the board's policies, provided that the president shall have the full right to participate in all aspects of board action without relinquishing the chair, including the right to vote on all matters put to a vote.

The president is responsible for ensuring that board members participate constructively in all board activities and that board business is conducted responsibly and efficiently.

The president, with the consent of the other directors may establish committees of the board. The president shall direct the superintendent to establish and oversee an ongoing process for review of District policies.

Vice President

The vice president shall preside at board meetings in the absence of the president and shall perform all the duties of the president in case of his/her absence or disability.

Legislative Representative

A legislative representative shall serve as the board's liaison with the Washington State School Director's Association Legislative Assembly. The term of office shall be one year. The legislative representative shall attend Washington State School Directors' Association Assemblies, conveying local views and concerns to that body and participating in the formulation of state legislative programs. The legislative representative shall monitor proposed school legislation and inform the board of issues.

Duties of Individual Board Members

The authority of individual board members is limited to participating in actions taken by the board as a whole when legally in session. Board members shall not assume responsibility of administrators or other staff members. The board or staff shall not be bound in any way by any action taken or statement made by any individual board members except when such statement or action is pursuant to specific instructions and official action taken by the board.

Each board member shall review the agenda and any study materials distributed prior to the meeting and be prepared to participate in the discussion and decision-making for each agenda item. Board members are obligated to function as a team in which

consensus as well as constructive dissent are expected as a matter of course. Board members advise and support the leadership initiative of a duly elected board president. Members require of themselves active and effective participation in accomplishing District board business.

Each member is obligated to attend board meetings regularly. Whenever possible, each director shall give advance notice to the president or superintendent of his/her inability to attend a board meeting. A majority of the board may excuse a director's absence from a meeting if requested to do so. The board may declare a board member's position vacant after four consecutive unexcused absences from regular board meetings, if the absences were for reasons other than illness.

Student Representatives to the Board of Directors

The Board of Directors encourages the active participation of secondary students in the decision-making processes of the District. In order to foster such participation, the Central Kitsap School District shall select up to two high school (9-12) Student Representatives to the Board of Directors in the spring for the following school year.

The function of the Student Representatives is to serve the District's secondary students (grades 6-12) by acting as communication liaisons between the Board of Directors and the Secondary Associated Student Body (ASB) Councils. This responsibility includes conveying student opinion to the Board regarding items under consideration and communication to all secondary ASB councils on Board deliberations and actions.

The Student Representatives may participate in public Board discussions and shall be bound by the rules and regulations pertaining to Board members, except that they shall not have the right to make motions, vote, or hold Board office. Except in unusual circumstances when an invitation may be issued, the Student Representatives will not attend executive sessions of the Board.

The Student Representatives to the Board will be selected from interested candidates from each high school ASB for a one-year term which corresponds with the academic year. Interested candidates apply for the position at their high school.

The Secondary ASB Council is encouraged to elect members to serve on District committees as the need arises.

Cross References:

1450 Absence of a Board Member

Legal References:

RCW 28A.330.030 Duties of president
RCW 28A.330.040 Duties of vice president
RCW 28A.330.080 Payment of claims—Signing of warrants
RCW 28A.330.200 Organization of board—Assumption of superintendent’s duties by board member, when
RCW 28A.343.390 Quorum—Failure to attend meetings

Adopted: April 10, 1985
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Revised: February 9, 1994
Revised: September 27, 1995
Revised: October 11, 1995
Revised: May 23, 2001
Revised: June 27, 2001
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