

Number of Members and Terms of Office

The board will consist of five members, elected by ballot by the registered voters of the district. Except as otherwise provided by law, board members will hold office for terms of four years and until their successors are elected and qualified. Terms of board members will be staggered as provided by law. Newly elected directors will take office at the first official meeting of the board of directors after the election results have been certified by the county auditor. Prior to beginning their term, directors will take and subscribe to an oath of office, and agree to serve within the framework of the policies of the South Kitsap School Board, and specifically to abide by the Board Members' Code of Conduct (GC-7).

Annual Organizational Meeting

At the first regular meeting at which newly elected board members are seated in election years and at the first regular meeting in December in non-election years, the board will elect among its members a president and a vice president to serve one-year terms, or until their successors are elected.

In addition, a Washington Interscholastic Activities Association (WIAA) representative, and a Washington State School Directors' Association (WSSDA) delegate shall be elected to serve one-year terms, or until their successors are elected. In even-numbered years at the same meeting, a WSSDA legislative representative will be elected to serve a two-year term, or until a successor is elected.

Policies will continue from year to year and board to board until and unless the board changes them.

Director Resignation

Upon receipt of a director's written resignation, the board will acknowledge and announce the resignation at its next regularly scheduled meeting. The resignation will be effective immediately unless otherwise stated. If a future date is stated, the resignation may be withdrawn any time prior to the effective date.

Board members who have resigned may not vote on the selection of their replacement.

Vacancies

In case of a board vacancy, the remaining board members will fill such vacancy by appointment. The board will receive applications from any qualified persons seeking to fill the position after suitable public notice. Interviews of candidates for vacant positions will take place in a meeting open to the public. The board will appoint one of the candidates to serve until the next regularly scheduled board election, at which time a director will be elected for the unexpired term, if any.

The appointment will be approved, by roll call vote, by not less than three members of the board. If there exists fewer than three members, the educational service district board members will appoint a sufficient number to constitute a legal majority of the board. Should the board fail to fill a vacancy within ninety (90) days from the creation of such vacancy, the educational service district board members will fill such vacancy. Appointees will be United States citizens and qualified voter residents



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of the school district and appropriate director district, if any. In the absence of both the president and the vice president, the board will elect a president pro tempore who will perform the functions of the president during the latter's absence.

Superintendent

The superintendent act as board secretary and perform all the duties as outlined by law. In order to provide a record of the proceedings of each meeting of the board, the superintendent will appoint a recording secretary of the board.

Director Districts

It is the responsibility of the Board of Directors to establish the boundaries of the internal director districts of the school district, and to redistrict the director districts as necessary.

The board of directors, with the assistance of the administration, the educational service district, the state redistricting commission and consultants (e.g., attorneys, demographic experts, etc.) as appropriate, will prepare for the division or re-division of the district into director districts no later than eight months after any of the following:

1. Receipt of federal decennial census data from the redistricting commission;
2. Consolidation of the district with one or more other districts into one district;
3. Transfer of territory to or from the district or dissolution and annexation of the district; or
4. Approval by a majority of the district's registered voters of a proposition to divide the district into director districts.

The districting or redistricting plan shall be consistent with the criteria and adopted according to the procedure established under law.

Redistricting Procedure

No later than eight months after its receipt of federal decennial census data, the board of directors of the district shall prepare a plan for redistricting its internal or director districts. The plan shall be consistent with the following criteria:

1. The districts will be as nearly as possible equal in population;
2. The districts will be as compact as possible and consist of geographically contiguous area;
3. Population data may not be used for purposes of favoring or disfavoring any racial group or political party; and
4. The districts will, to the extent feasible and if not inconsistent with the basic enabling legislation for the district, coincide with natural boundaries and shall, to the extent possible, pre- serve existing communities of related and mutual interest.

During the adoption of its plan, the district shall ensure that full and reasonable public notice of its actions is provided. The district shall hold at least one public hearing on the redistricting plan at least one week before adoption of the plan. Any registered voter residing in an area affected by the redistricting plan may request review of the adopted local plan by the superior court of the county in which he or she resides, within fifteen days of the plan's adoption.



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Any request for review must specify the reason or reasons alleged why the local plan is not consistent with the applicable redistricting criteria. The district may be joined as respondent. The superior court shall thereupon review the challenged plan for compliance with the applicable redistricting criteria.

If the superior court finds the plan to be consistent with the requirements of this section, the plan shall take effect immediately. If the superior court determines the plan does not meet the requirements of this section, in whole or in part, it shall remand the plan for further or corrective action within a specified and reasonable time period. If the superior court finds that any request for review is frivolous or has been filed solely for purposes of harassment or delay, it may impose appropriate sanctions on the party requesting review, including payment of attorneys' fees and costs to the respondent district.

Candidate Orientation

Candidates for appointment or election to the board are urged to attend public meetings of the board. All public information about the school system will be made available to them. Additionally, the board directs the superintendent to cooperate impartially with all candidates in providing them with information about school governance, board operations and school programs. Information to board candidates may include:

1. Notifying the candidate of open meetings of the board, and providing an agenda;
2. Meeting with the candidate to provide background information on the school system and board service and/or arranging such other candidate orientation sessions as the candidate may reasonably request;
3. Providing each candidate with access to publications of the district, materials from the Washington State School Directors' Association, the official minutes of board meetings and the district policy manual;
4. Reviewing the district budget and related fiscal documents; and
5. Providing each candidate with information regarding the Public Disclosure Act, Open Public Meetings Act and conflict of interest laws.

Training and Professional Development for Board Members

In keeping with the need for continuing professional development to enhance effective governance, the board encourages the participation of its members at appropriate board conferences, workshops, and conventions. Additionally, board members will obtain the trainings required by Washington state. Funds for board leadership training and professional development will be budgeted for on an annual basis.

Required Training for School Board Directors

There are two areas of training required by Washington state:

I. Open Government Training

The board recognizes the value of meaningful, informed public participation in district deliberations and the need to conduct its affairs in a transparent manner. School board directors must receive Open Government training no later than 90 days after they take their oath of office or assume their duties. They can take the training before they are sworn in or assume their duties of office. School board directors must also receive "refresher" training at intervals of no

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more than four years, so long as they remain on the school board. Open Government training is available from the Washington Attorney General's Office (<https://www.atg.wa.gov/opengovernmenttraining.aspx>) and at the annual conference of the Washington state school directors' association.

II. Cultural Competency, Equity, Diversity and Inclusion Training

Beginning with the 2022 calendar year, each member of a board of directors shall complete a governance training program once per term of elected office. If the director is appointed or elected to a first term of office, the director must complete governance training requirements within two years of appointment or certification of the election in which they were elected.

The governance training completed by directors must be aligned with the cultural competency, diversity, equity, and inclusion standards for school director governance developed and provided by the Washington State School Directors' Association. Per Washington state law, the required training elements for both first and subsequent school director terms are defined by the Washington state school directors' association.

III. Strengthening Tribal Consultation for School Directors Training

Starting September 1, 2024, Substitute Senate Bill 5252 (2022) mandates that school board members, superintendents, and other district staff involved in required Tribal consultation under Title VI of the federal ESSA (P.L. 114-95, 20 U.S.C. Sec. 1001 et seq., 20 U.S.C. 6301 et seq.) must complete and certify a 3-hour Strengthening Tribal Consultation training. This training will focus on:

- a) Identification of Native students
- b) Data sharing practices
- c) Integration of Tribal history, culture, and governance—Since Time Immemorial curriculum

Board directors will document their completion of required trainings. The Superintendent or designee will file and maintain the documentation in the district.

Recommended Professional Development for School Directors

In addition to the required areas of training above, the South Kitsap School District is committed to ongoing professional development both for individual school board directors and the board as whole. Each school board director is a member of the Washington State School Directors' Association, which provides professional development and resources at its annual conference and through year-round leadership development services for individual school board directors and boards.

Adopted: March 16, 2022

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Monitoring Method: Board self-assessment

Monitoring Frequency: Annually