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Governance Handbook

Unity of purpose, roles, responsibilities, norms and protocols.

Board of Trustees Norms and Protocols

August 18, 2022

President Cathy Burris



Norms and Protocols



1. The Board will consider all decisions in terms of what is best for the students.
2. Trustees will respect the opinion of other Board members, the staff, and the community members.
3. Trustees will treat other Board members, the staff, and community members with dignity and respect.
4. Only items authorized by the "Brown Act" will be discussed in closed sessions and all discussions will be confidential.
5. Trustees shall make continuous efforts to acquaint themselves with matters pertaining to education and to the duties and responsibilities of their office.
6. Questions about agenda items will be directed to the Superintendent or appropriate staff member prior to a Board meeting.

Norms and Protocols



7. Any irritation with the Superintendent or staff member will be discussed with the Superintendent as soon as possible.

8. Any request by Board members for reports or study will be directed to the Superintendent with consensus of the Board.

9. Board members should understand and support the lines of authority and the assignment of all responsibilities.

10. Any complaint made to a Board member will be referred to the Superintendent.

11. No individual member of the Board has any legal authority to give direction to the Superintendent; direction is given by the Board as a body.

12. Board members will exchange ideas freely and clearly and avoid internal conflicts that block progress.

13. The Governance team will avoid surprises between the Board, the Superintendent, and staff at Board meetings.

Norms and Protocols



14. Board members will support the Superintendent in public.

15. The Board will listen to public comment in a professional manner.

16. Each Trustee is obligated to abide by and uphold the adopted policies of the Board whether that individual voted for the adoption or not.

17. The Board will meet as a body of the whole with the Superintendent to discuss his or her evaluation.



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Superintendent's Report to the Board of Trustees

August 18, 2022

Ms. Virginia Castro, Superintendent



District Goals.



01 Increase Academic Achievement

Ensure all students learn through access to high quality actions and services that increase academic achievement and civic, career, and college readiness.



02 Ensure Access & Equity

Provide high quality actions and services to eliminate barriers to student access to required and desired areas of study.



03 Improve Parent & Student Engagement

Ensure all schools have safe, welcoming, healthy and inspiring climates for all students and families, so that all students are behaviorally and academically engaged in school and ready to learn.



04 Provide 21st Century Learning Environments

Invest in optimal learning environments that enhance student learning and ensure safety.



District Updates

**City of Lawndale
National Night Out**

Community Resource Fair

Leadership Team Symposium

School Site Visits

Meetings with City Manager
August 22, 2022

**Interpretation at
Board Meetings**
Resume September 22, 2022



Cabinet. Highlights

Business Services

**Educational
Services**

Human Resources



Business Services. Summer Construction Updates



Project	Progress
Addams 2-story HVAC Replacement	Installation started on July 5 and we are on target to finish on time.
Carson Play Structure Installation	Significant delays due to delivery of structures. Contractor moving forward with preparation work. Completion TBD.
Anderson Kindergarten Play Structure Replacement	Started on time and on schedule to be complete to start the school year.
Modifications of Kindergarten Room at Twain	On track to be completed to start the school year.
New Classroom Speakers and Clocks	In progress and on track to be completed by November 30.

Educational Services. 2022-23 Opening

Upcoming Dates	Preparation and Opening
August 19th	New Teacher Orientation
August 22nd	Opening PD DAY
August 23rd	Welcome Back Breakfast / Staff Prep Day
August 24th	Teacher Prep Day
August 25th	First Day of School





Student Support Services Summer Highlights

Immunization Van

- Every Thursday during the month of July & August 11th
- 100+ immunizations

Community Resource Drive

- Saturday, August 6th
- Serving the needs of:
 - Students experiencing homelessness
 - Foster youth
 - New comers
- School supplies, shoes, backpacks, access to mental health services, and more!