

# Board of Trustees Self-Assessment



THE BOARD MEMBER TEAM	Very Good	Satisfactory	Needs to Improve
1. Keeps the education and welfare of students as their primary concern.			
2. Is open and honest with each other, as well as administrators and is able to maintain an attitude of mutual trust and respect.			
3. Works to preserve the confidentiality of items discussed in executive session.			
4. Represents the interests of the entire district rather than a special interest group(s).			
5. Understands the need for compromise and is willing to support the majority decision.			
6. Encourages each other to work together as a team.			
7. Realizes that independent decisions or commitments on the board's behalf are improper.			
8. During meetings is polite, listens carefully, and is respectful of others, as well as school personnel.			
9. Comes to meetings prepared to focus on discussion issues and keeps comments relevant and brief.			
10. Does not use the position of Board Member for personal profit and/or advancement of patronage.			
11. Is concerned about achieving results rather than giving a good appearance.			

# Board of Trustees Self-Assessment



BOARD/SUPERINTENDENT RELATIONS	Very Good	Satisfactory	Needs to Improve
1. The board and superintendent work together in a spirit of mutual trust and respect.			
2. Understands the distinction between the board's role and the function of the administration.			
3. Avoids interference with the superintendent's duties.			
4. Solicits input from the superintendent in the development of board policies.			
5. Gives direction to the superintendent rather than through individual staff members.			
6. The board and superintendent develop, in cooperation, an annual Strategic Plan, and yearly process for evaluating the superintendent's progress and performance, that includes progress towards Strategic Plan goals as well as growth in student achievement.			
7. A spirit of open discussion prevails so that board members do not feel alienated and are able to address potentially destructive issues.			
8. The board plans regular opportunities for open communication between the Board and the superintendent.			

# Board of Trustees Self-Assessment



BOARD/STAFF RELATIONS	Very Good	Satisfactory	Needs to Improve
1. Appropriate personnel policies in the area of employment evaluation the Board reviews and adopts.			
2. The Board encourages and offers opportunities for professional growth for all employees.			
3. Suggestions from staff for improvement of the school system the Board welcomes.			
4. Staff accomplishments the Board recognizes.			
5. An appropriate study of staff attitudes the Board conducts on a regular basis.			
6. Board members avoid making excessive personal requests from staff.			
7. The Board provides a safe and productive working environment.			

# Board of Trustees Self-Assessment



BOARD/COMMUNITY RELATIONS	Very Good	Satisfactory	Needs to Improve
<b>The Board:</b>			
1. Keeps the public informed through regular newsletters, reports, and contact with the media.			
2. Is aware of community attitudes and of special interest groups.			
3. Seeks community input prior to establishing district goals and objectives.			
4. Holds public hearings on important issues before taking final action.			
5. Encourages public attendance/input at board meetings and at school functions.			
6. Cooperates with parent or citizen groups.			
7. Allows adequate time for public participation at board meetings, but prevents a single individual or group from dominating the discussion.			
8. Channels public complaints/concerns about the school district to the appropriate member of the staff.			

# Board of Trustees Self-Assessment



BOARD MEMBER ORIENTATION AND CONTINUING DEVELOPMENT	Very Good	Satisfactory	Needs to Improve
<b>The district has a planned program to orient newly-elected board members including the following topics:</b>			
1. The nature of their duties and responsibilities.			
2. The nature of the duties and responsibilities of administrative personnel.			
3. The difference in responsibilities between the board and the administration.			
4. The educational relationship between the school district and the state: i.e. finances, transportation, etc.			
5. The role of the teachers' union.			
6. The use of Parliamentary Procedure.			
<b>The Board keeps informed through:</b>			
1. Professional publications and educational periodicals.			
2. Use of pertinent data, research, and consulting services.			
3. Training opportunities such as conferences and workshops relevant to board responsibilities.			
4. Listening to educators, students, parents, and community.			

# Board of Trustees Self-Assessment



PLANNING	Very Good	Satisfactory	Needs to Improve
<b>Demographic information is current and provided to the Board.</b>			
1. Establishes its own goals and objectives through a yearly review and evaluation process.			
2. Provides for a continuous process of strategic planning that focuses on student achievement and citizenship.			
3. Develops a Strategic Plan for the school district jointly with the superintendent, administrative team, teachers, students, parents, and community members.			
4. Requires the superintendent to discuss progress on the Strategic Plan at designated intervals during the year.			

# Board of Trustees Self-Assessment



POLICY	Very Good	Satisfactory	Needs to Improve
<b>The Board:</b>			
1. Maintains well-defined policies consistent with strategic goals of the district.			
2. Periodically reviews and updates policies according to an existing plan or system.			
3. Involves administrators, teachers, staff, students, parents, and community members in the development or review of policy.			
4. Ensures that policies are current with mandates by governmental agencies and courts.			
5. Makes policy manuals available for district employees, students, and the public.			

# Board of Trustees Self-Assessment



BUDGET/FINANCE	Very Good	Satisfactory	Needs to Improve
<b>The Annual Budget:</b>			
1. Reflects the strategic plan and supports the district's goals and objectives for student achievement and citizenship.			
2. Demonstrates the results of an evaluation of existing programs.			
3. Considers both short and long range funding sources and expenditures.			
4. The Board encourages input from staff, parents, students, and community members throughout the budgeting process.			
5. Quarterly reports, depicting the district's financial status, including bills paid and other expenditures are presented in written form, clearly, and concisely.			
6. Financial reports present clear and understandable data to the public.			



# Board of Trustees Self-Assessment



INSTRUCTIONAL PROGRAM	Very Good	Satisfactory	Needs to Improve
1. The Board formulates educational goals based on the needs and values of the community.			
2. The Board provides a quality educational program imposing high individual academic standards for <u>each</u> student.			
3. The Board provides alternative instructional programs for the non-traditional student.			
4. The Board provides appropriate courses and information for post high school careers/education.			
5. The Board understands and follows the basic instructional program mandated by the legislature and the State Board of Education.			
6. The Board reaches decisions affecting school programs on the basis of study of all available data and the superintendent's recommendations.			
7. Programs are evaluated on a timely basis and reported to the Board.			
8. Student academic performance in the district, state, and nation is presented regularly to the Board.			
9. The Board recognizes student accomplishments.			
10. The Board promotes a positive, consistent approach to student discipline.			