

# **Policy BBA Board Powers and Duties**

Issued 1/17

The job of the board is to represent the citizens and taxpayers and lead the district by determining and demanding exemplary and excellent organizational performance. To distinguish the board's own unique job from the jobs of the superintendent and operational staff, the board shall concentrate its efforts on the following.

## **Policymaking**

The board is the policymaking body of the district. The policies shall be put in written form and continually re-evaluated in terms of the changing needs and functions of public education.

## **Executive**

The board shall appoint a superintendent who is charged with and shall be held responsible for the operation and management of the district.

## **Quasi-Judicial**

The board serves in a quasi-judicial function when it acts on appeals of parents/legal guardians, students, or employees on decisions made by the superintendent or his/her designee or actions taken by boards of the various constituent school districts.

## **Appraisal and Approval**

The board shall evaluate the effectiveness of its policies and how well they have been put into action and the results achieved by the superintendent.

## **Educational Planning**

The board shall require and acquire reliable information from responsible sources to enable it and the operational staff to continually improve the educational program.

The board shall give priority in the allocation of resources, including funds, time, personnel, and facilities, to this purpose.

## **Communication**

The board shall determine and use proactive strategies to ensure constructive two-way dialogue for input from students, parents, staff, and the community as a means to link the entire community around the goals of the district strategic plan.

## **Provision of Financial Resources**

The board shall adopt a budget to provide buildings, staff, materials, and equipment to enable the school system to carry out its policies and meet the goals of the district strategic plan.

## Reviewing Action

The board has final authority within the law for the operation of schools. No section of these policies and procedures may be construed to limit the statutory powers of the board to exercise its own judgment with the input of the superintendent.

## Visits to Schools

~~Board members should make official visits to the school only under board authorization and with the full knowledge of staff including the superintendent, principals and other supervisors.~~

As the Board ~~of~~ Trustees ~~are is~~ comprised of elected representatives of the constituents of their respective districts, they are also encouraged to visit schools. Such visits are important expressions of the Trustees' genuine interest in understanding the schools and efforts to become informed about school programs and activities.

As such, Board of Trustees members (either collectively or individually) are permitted to visit any CCSD school. Board Members should coordinate with the principals and/or appropriate staff on what day works best for the school's schedule to visit, in order to minimize any disruption to regular school functions. In an effort to maintain compliance with FOIA and avoid an inadvertent quorum, Board Members should coordinate among themselves when planning to visit a CCSD School.

As guests on the school Campus, the Board Members are expected to act and dress with the decorum and professionalism appropriate for the office they occupy and should only enter individual classrooms with the permission of the principal and teacher.

An individual Board member's violation of the visitation policy should be handled in accordance with Board Policy BCC. If a majority vote for a censure comes from the proceedings of Policy BCC, the member's visitation rights are suspended for 90 days.

## School Board Information Requests

~~Individual board member requests shall be directed to the superintendent. Any request directed to the superintendent by one or more board members, other than a request by the board acting as a body, may be placed on the committee or board agenda for discussion and decision by the board about whether responding to the request is a proper use of the district's resources.~~

To eliminate bottlenecks and lead to a more open, transparent, and cooperative atmosphere, individual board members' requests for information may be directed to whichever "Chief Position" most closely relates to the matter being requested. Such requests should be responded to with any appropriate information being disclosed within a standard and reasonable time ~~\_(barring extenuating circumstances, typically defined as "within 12 working hours")\_. As a courtesy to the employee the board supervises, it~~ should also be standard practice to copy the Superintendent on any such

correspondence, unless it be deemed inappropriate (based on subject matter) by the sender.

If an individual board member's request seems unduly burdensome to the staff member to whom the request was made, that staff member may petition the Superintendent to send a notice to the requesting member as well as the Board Chairman within 24 hours of the request being made, explaining why the request will not be met in the standard timeline. The Chairman may take one of two courses of action:

1. ~~In the event of unforeseen circumstances (e.g., power outage, sickness, vacations, holidays)~~ In the event of unforeseen circumstances (e.g., power outage, sickness, vacations, holidays), Offer the district an extension of no more than seven days to comply with the request and inform the requesting member of the extension. ~~in the event of unforeseen circumstances (e.g., power outage, sickness, vacations, holidays).~~
2. Add the item to the Board Agenda for the next regular meeting to put the topic to a vote, to either compel the district to comply with the request or deem the request too burdensome or unnecessary.

Adopted 7/26/04; ~~Revised 11/30/2022~~ DRAFT (01/09/2023)

#### Legal references:

S.C. Code, 1976, as amended:

[Section 59-19](#)-90 - General powers and duties of school trustees.

#### Acts and Joint Resolutions:

1967 Act 340 - Creates the School District of Charleston County and abolishes the county board of education; sets forth the powers of the constituent district boards; Section 5 - Powers and duties of the board.

1978 Act 721 - Amends 1967 Act 340 to provide that principals shall be appointed by the board of the Charleston County School District.

### **Charleston County School District**

---