



MISD Board of Directors

Running for and Serving on the Board

Candidate Orientation 2025

Why Run for Board?

Service on a school board is a great way to have a direct impact on education in your community. If elected, you will be joining the team that:

- Implements the District's values, vision and mission, monitors the District's fundamentals and operational expectations, and sets district policies.
- Adopts the annual operating budget and reviews instructional programming.
- Makes decisions on placing levies and bonds before voters.
- Participates in the District's long-range facility planning decisions.



Why Run for Board?

You will also be able to:

- Advocate for the community, representing the voices of parents, teachers, and students to ensure their concerns and needs are addressed.
- Monitor educational quality, helping to set academic priorities and to ensure our schools have what they need to provide the best possible education for our students.
- Ensure accountability, holding the district accountable for meeting educational goals and state standards.

Requirements of Candidacy

- Board candidates must be Mercer Island residents and registered to vote in Washington State.
- Board members, their spouses and dependents may not be employed by the District (unless employed prior to election).
- Candidates and elected officials must file financial disclosure statements with the Washington State Public Disclosure Commission (PDC).



Election Timeline

- Candidates must declare their candidacy for Board Positions 2 or 4 with King County Elections the week of May 5-9.
- Candidates must file their PDC disclosure forms within two weeks of declaring candidacy (see PDC website for details).
- A primary election will take place on August 5 if more than two candidates file for a single position.
- The general election is on November 4.
- Newly elected board members take office following the certification of election results, typically the second week in December.
- The term is four years.

Attributes of the MISD Board

- The Board selected a policy governance system in 2005 and continues to follow it
- Two MIHS student representatives with advisory voting rights
- Board officer positions include President, Vice President, and two Legislative Representative positions (senior and junior)



What is Policy Governance?

Policy Governance allows the Board to:

- Focus on the larger issues
- Clearly delegate authority with clean boundaries
- Evaluate superintendent's performance without micromanaging
- Evaluate the entire system on what is accomplished



Policy Governance Tools

Rules of Engagement

- Values, Vision, Mission: *Students are the Priority*
- Student-Focused Five Fundamentals (goals)
- Operational Expectations
 - Created, fine-tune, and monitor
- Board/Superintendent Relationship
 - Created, fine-tune, and monitor
- Governance Process
 - Created, fine-tune, and monitor



Sample Annual Calendar

2024-2025 Annual Board Agenda

Procedure 1008P

REGULAR MEETING DATE	BOARD POLICY	OPERATIONAL EXPECTATIONS BOARD POLICY 1800	FUNDAMENTALS BD. POLICY 1800 OE-1; DIP; SIPs	LINKAGES/SITE VISITS	BOARD DEVELOPMENT	ADDITIONAL TOPICS / BOARD ACTION	OTHER
September 9/11 (Wed) & 9/26		5: Staff Evaluation L-1; L-2 (9/26)	DIP 9/26, 5pm		WSSDA General Assembly 9/20-9/21 Virtual/ Des Moines	Swear in Jr. Student Board Rep; Board Assignments; Capital Proj & Long-Range Facilities Plan Update; Enrollment Update; WSSDA Leg Priorities; Approve Instr Materials Cmte 24-25	
October 10/10 & 10/24 (+ 10/11 & 10/17)		2: Global Executive Constraint L-0 (10/10) 12: Emerg. Supt Succession L-0 (10/10) 4: Staff Compensation L-1 (10/24)	SIPs (MIHS; IMS) 10/24, 5pm	Special Mtg. Site Visit – Lakeridge (incl. PTA Linkage) 10/17, 8:30 – 11:30am 8:00 – 11:00am	Board Study Session 10/11, 9:00am – 3:00pm Board Study Session 10/24, 3:00 – 5:00 p.m.	MISF Recognition (10/10, 5pm); Approve 24-25 Perkins V App & HiCap Program Plan; Monthly & 23-24 Year-End Financial Rpts ; Dispose of Surplus Equip.	Homecoming Parade – 10/5, 10am New Family Welcome Event - 10/17, 6-7:30pm @ IMS; MISF Fall Fundraising Event – Sat 10/19 – 6-10pm @ Mercer Island Funny Farm
November 11/14 (+ 11/12)	1001 L-0 1005 L-1		SIPs (Elementary) 11/14, 5pm	Legislators Linkage + Other Business 11/12, 5:00-7:00pm	WSSDA Conference 11/21-11/23 Spokane	11/12 - Monthly & 23-24 Year-End Financial Rpts; 25-26 Nonresident Enrollment 11/14 - Approve 24-25 Perkins V App and Instr Materials Cmte 24-25	
December 12/12 (+ 12/5)		3: Appropriate Treatment of Community Members - L-1; L-2 9: Communication/Support to the Board L-1; L-2		Special Mtg. Site Visit – West Mercer (incl. PTA Linkage) 12/5, 8:30 – 11:30am Legislators Linkage 12/5, 12:00-1:00pm	Reorganization of Board (President & Vice President)	Monthly Financial Rpt; 25-26 Budget Timeline ; BP 1800 OE-9: Incl. Enrollment Update; BPS040-Annual Nondiscrimination/Affirmative Action Plan; Approve Bargaining Team (BP1006) and 24-25 HiCap Program Plan; Nonresident Enrollment	12/23-1/3 Winter Break
January 1/16 (6pm) & 1/30 (3 rd & 5 th TH) (+ 1/17, 1/23 & 1/24)	1601 L-0 1602 L-0 1603 L-0 1604 L-0 1605 L-0	6: Budgeting/Financial Planning L-1 (1/30) 8: Asset Protection L-1 (1/30)	Fundamental 2 L-1: Highest Learning Stds. 1/16, 5pm		WSSDA Legislative Conference 1/11-1/12 Olympia SeaTac Board Study Session BP1002 1/23, 9am-2pm	BP 1800 OE-11: Annual Review of LRFP (incl. Updates on Enrollment, Bldg Capitalization/Utilization & Capital Proj.); Supt. Summative Evaluation; Monthly Financial Rpt; 25-26 Budget Timeline ; IMS Bldg Condition Rpt; 25-26 Nonresident Enrollment Determination	Special Meeting: Executive Session 1/17, 3:00 - 4:30pm 1/24, 11:30am – 1:00pm
February 2/12 (6pm, Wed) & 2/24 (Mon) (+ 2/6 & 2/27)	1002 L-1 1003 L-1 1004 L-0			Linkages 2/6: MISF 5:00-6:00pm MI City Council 6:15-7:15pm MIEA Linkage - 2/27, 5:00-6:00pm	NSBA Advocacy & Equity Institute 2/2-2/4 Wash D.C. Board Study Session 2/24, 9am-12pm	25-26 Prelim. Enrollment Estimate	2/18-2/21 Mid-Winter Break
March 3/13 & 3/27 (+ 3/6)		11: Facilities/Capital Assets L-1 (3/27)	Fundamental 3 L-2: Social/ Emotional Learning 3/27, 5pm	Special Mtg. Site Visit – Island Park (incl. PTA Linkage) 3/6, 8:30 – 11:30am		Nonresident Enrollment Determination; 25-26 Staffing Update; 25-26 Budget Assumptions & Priorities, Fund Balance Proj., and Prop Tax Rpt; Monthly Financial Rpt	
April 4/24	1006 L-0 1009 L-1 1010 L-1 1011 L-0	7: Financial Administration L-1	Fundamental 5 L-2: Diversity, Inclusiveness, & Equity 4/24, 5pm			25-26 Student Fee Schedule; 25-26 Org. Chart; Dispose of Surplus Equip.	4/14-4/18 Spring Break; MISF Breakfast of Champions – 4/29, 7-8:30am
May 5/8 & 5/22 (+ 5/15, 5/29)		10: Instructional Program L-1; L-2 w/ CCR/CTE Annual Rpt. (5/22, 6:15pm)	Fundamental 4 L-2: Critical/Analytical Thinking for Global Awareness 5/22, 5pm	Linkages 5/15: Supt Student Advisory 5:00-6:00pm PTA Council 6:15-7:15pm	Board Study Session on Budget 5/29, 9am-12pm	25-26 Revenue/Expense Proj.; Certificated/Classified FTE Update; Curriculum Adoptions (if applicable); WIAA/KingCo Membership Renewals; Monthly Financial Rpt	Staff Recognition Event @ Northwood 5/28, 4:00-5:30pm
June 6/12 & 6/26			Fundamental 1 L-1: Personalized Learning 6/12, 5pm	Public Hearing on the Budget 6/26, 9am	Reorganization of the Board (Leg Rep) – 6/12 Board Study Session BP1002 6/26, 10:30am-2pm	Monthly Financial Rpt & Approve Final 25-26 Budget; Enrollment Update; Board Leg Priorities; Supt. Contract & Mid-Year Eval; Approve MIYFS & PSESD Comp. School Safety Interlocals; Approve Jr. Student Board Rep; Preview 1008P Board Calendar	Sr. Student Board Rep Recognition 6/12; Graduation – TBD 6/16 @ 6:30pm, McCaw Hall; Last School Day 6/18
July 31 (as needed)					Board Study Session to discuss WSSDA Amendment Proposals		
August 8/14 & 8/28	1008 L-1					25-26 Supt. Communication Plan; Approve TBIP Grant App; Min. Basic Ed. Compliance Rpt; Finalize 1008P; Out-of-Endorsement Assignments; Monthly Financial Rpt; Approve NWESD Agreement; Approve Salaries/Benefits; Approve CPM Contract	

Key to meeting levels:

A Few Rules of the Road

- The Board speaks with one voice.
- The Board has only one employee (the superintendent).
- The Board directs the “what” but not the “how.”
- The Board is not involved in personnel decisions (except regarding the superintendent).
- Everything that comes before the Board is either a policy matter or a function of law.



Time Commitment

- The Board generally has two regular meetings a month, but there are frequently special meetings as well as potential executive and exempt sessions, meetings with the community and the Superintendent, and other functions.
- Each Board member serves on 3-4 District committees and/or in a leadership role.
- Duties average 18-20 hours per month and at least double that amount for board officers.
- WSSDA (the Washington State School Directors' Association) offers networking and training opportunities, some of which are required.



A Few Things We've Learned

- If you are passionate about changing a specific school program, especially something that is the responsibility of the superintendent or a principal, becoming a Board member is likely not your best avenue.
- If you have children in the schools, you must learn to wear your “parent hat” at some times and your “Board hat” at others.
- It helps to really enjoy working at a policy level.





Conversation and Questions