



Becoming a School Board Member: Training for the Lake Washington School District Community



Session 1



Tonight's Agenda

- General overview of the role of a Board member
 - Steps to become a candidate
 - Governance vs. management
 - Next steps and Q&A
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LINDSEY YOCUM
LEGISLATIVE REPRESENTATIVE
Director, District Five
First elected: 11/2023
Term ends: 11/2027

LEAH CHOI
PRESIDENT
Director, District Three
First elected 11/2021
Term ends 11/2025

MARK STUART
Director, District Four
First elected: 11/2013
Term ends: 11/2025

ERIC LALIBERTE
Director, District One
First elected: 11/2015
Term ends: 11/2027

LISA GUTHRIE
VICE PRESIDENT
Director, District Two
First elected: 11/2023*
Term ends: 11/2027



General Overview of the Role of a Board Member



What is the role of a school board director?

School boards play a crucial role in shaping the vision and direction of public education. They establish policies, oversee budgets, hire & evaluate superintendents, and ensure accountability to the community.

By representing the interests of students, families, and taxpayers, school boards help create equitable and effective learning environments that support student success.



Introduction to School Boards

- Role and Responsibilities of School Boards
 - Policy development
 - Budget oversight
 - Superintendent hiring and evaluation
 - Importance of Community Representation
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Steps to Become a Candidate

Pathway to Becoming a School Board Member

- Eligibility and Filing Process
 - Residency and voter registration requirements
 - Steps to file for candidacy
 - Important deadlines and required documentation
 - Public Disclosure Commission

Qualifications and eligibility criteria

Residency Requirement

- Must be a registered voter within the school district boundaries.
- If the district is divided into director districts, the candidate must reside in the specific [director district](#) they wish to represent.

Age Requirement

- Must be at least 18 years old.

Citizenship Requirement

- Must be a U.S. citizen.

Filing for Candidacy

- Candidates must file a Declaration of Candidacy with their county elections office during the designated filing period.
- No Conflicting Employment
- Cannot be employed by the same school district in which they seek a board position.
- Term Length and Elections

Term Length

- School board directors typically serve four-year terms, with elections held in odd-numbered years.

King County Candidate Filing Calendar for November 2025

First day to file a declaration of candidacy.

Final day to withdraw from the ballot.



Last day to file a declaration of candidacy.

Deadline for candidates to submit Voters' Pamphlet profiles for primary.

Resources for Filing to be a Candidate

Washington State School Directors Association (WSSDA):

<https://wssda.org/community-member/becoming-a-school-board-member/>

Washington Secretary of State – Running for Office:

<https://www.sos.wa.gov/elections#candidates>

King County Elections - Candidate Resources:

<https://kingcounty.gov/en/dept/elections/for-candidates>



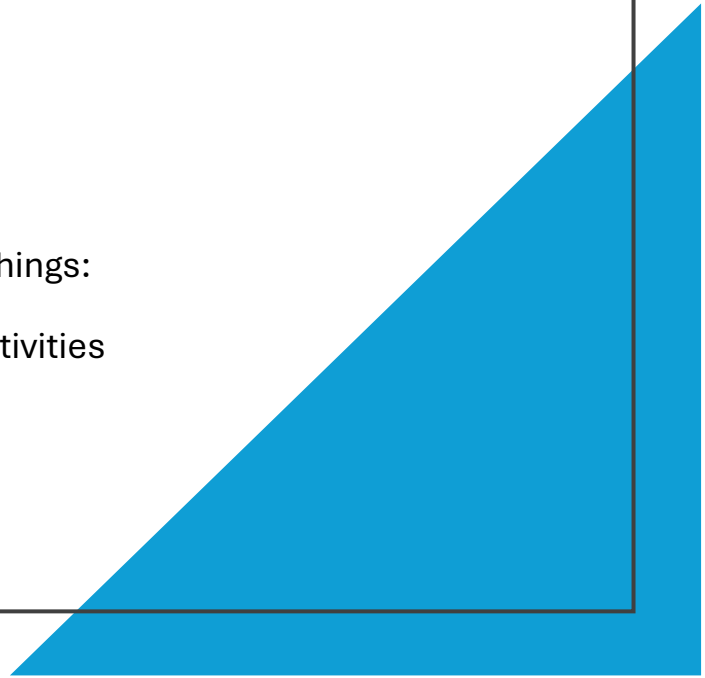
Public Disclosure Commission

www.pdc.wa.gov

- Required to register as a candidate
- Required to disclose personal finances

What starts the whole process?

- Becoming a candidate
 - According to the disclosure law, you become a candidate when you do one of these things: accept a contribution or spend money for your campaign; reserve space or purchase advertising to promote your candidacy; authorize someone else to do any of these activities for you; state publicly that you are seeking office; or file a declaration of candidacy





Campaigning and Elections

- Developing a campaign platform (opposed vs. unopposed)
 - Engaging with the community and stakeholders
 - Understanding election procedures and timelines
-



Governance vs. Management

Governance and Management

Governance:

The framework of policies, processes, and decision-making structures that guide and oversee an organization's direction, accountability, and performance.

Management:

The execution of strategies, policies, and day-to-day operations to achieve organizational goals through planning, organizing, leading, and allocating resources.



Coherent Governance Model

Coherent Governance is a governance model designed to help boards operate with clarity, accountability, and strategic focus. It emphasizes clear role definitions, policy-driven decision-making, and a strong delegation of operational authority to the CEO or administration. By focusing on outcomes rather than micromanaging processes, Coherent Governance ensures that boards stay aligned with their mission, remain accountable to stakeholders, and foster an effective partnership between governance and management.

Coherent Governance Model



- Benefits of Coherent Governance
 - Enhanced decision-making
 - Stronger accountability and alignment with district goals
 - Greater focus on the mission and student outcomes

Coherent Governance Model

- Focus on policy-driven governance
 - **Results (R)** set the expected outcomes the organization is working to achieve.
 - **Operational Expectations (OE)** set the values of the Board and parameters the Superintendent may operate within to manage the district.
 - **Board/Superintendent Relations (BSR), Governing Culture (GC), and Operational Governance Policies (OGP)** set the guidelines and expectations for Board Members.

Coherent Governance Model

- Board employs and manages one employee – the Superintendent
- Essential for the Board to:
 - Set clear expectations through policy development
 - Maintain accountability through rigorous policy monitoring
- Delegation of authority to the Superintendent for the Operations of the District
 - Board members do not direct the work of staff
 - Superintendent receives direction from the entire Board, not a single Board member
- Implementation in the Lake Washington School District

LWSD Board Policies

Lake Washington School District #414 16250 NE 74th Street, Redmond, WA 98052 | 425-936-1200

FEATURED MEETINGS POLICIES LIBRARY

Search Library

- 01_Board Superintendent Relations (BSR) +
- 02_Governing Culture (GC) +
- 03_Operational Expectations (OE) +
- 04_Operational Governance Policies (OGP) +
- 05_Results (R) -

- R-1 Mission of Lake Washington School District
- R-2 Academic Content Knowledge and Skills
- R-3 Life and Global Citizenship Skills

Strategic Goal

Name R-1 Mission of Lake Washington School District

Access Public

Public Content

[POLICY RESULTS-1 Mission of Lake Washington School District](#)

Administrative Content

[R-1 Mission of LWSD Monitoring Report June 2020.pdf \(327 KB\)](#)

Executive Content

Goal Progress	Name	Type	Result
June 1, 2020	Results-1 Monitoring		N/A
July 27, 2020	Results Monitoring Presentation		N/A
July 27, 2020	Results Indicators		N/A
November 23, 2020	Approval of Reasonable Interpretation and Indicators – R-1 Mission of Lake Washington School District	Action (Consent)	N/A
February 8, 2021	Approval of R-1, Mission of Lake Washington School District Action: Approves the monitoring report for Results-1, Mission of Lake Washington School District, with reasonable progress as exception noted.as presented.	Action	Motion Carries

Conclusion and Next Steps

Next Steps

- [Feedback link](#) (or use QR code at right)
- Sign up for [Board meeting updates](#)
- Next session: Monday, March 24 at 4pm (in person/online)
 - Topics: Key responsibilities and areas of oversight
 - Board meeting to follow
- **Questions?**



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