



# Running for School Board Director Information Forum

Phoenixville Area School District  
Tuesday, January 24, 6:00 p.m.  
Board Room

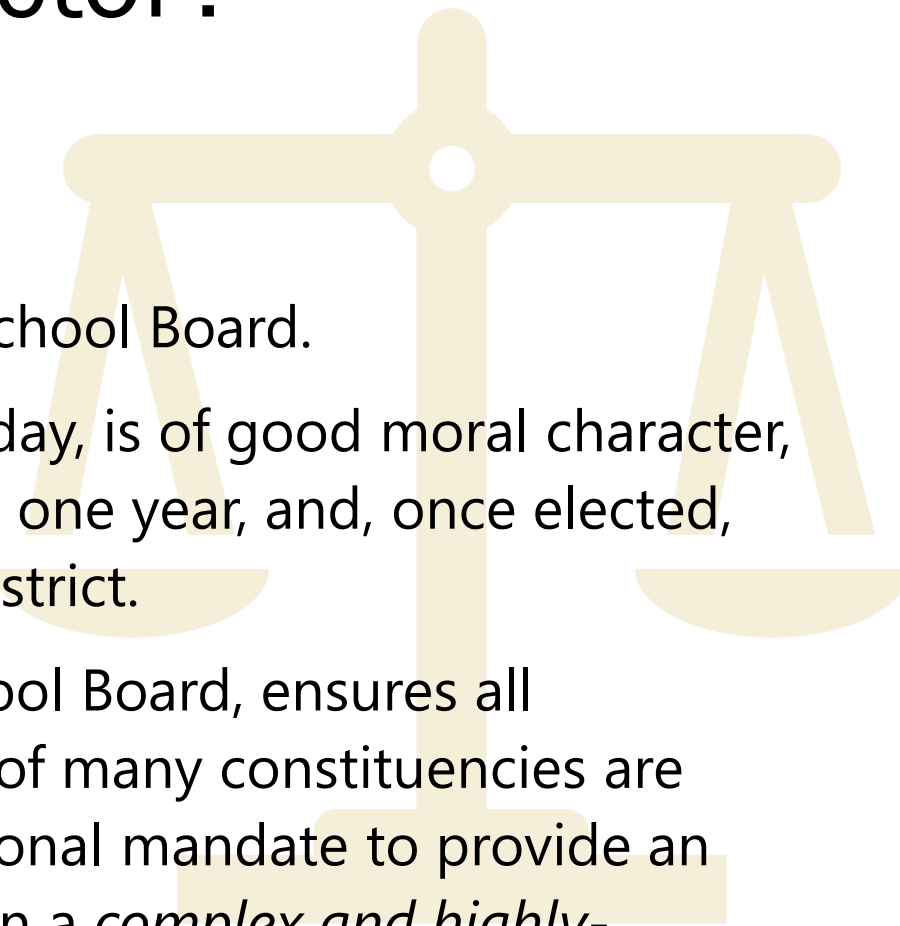




# What is a School Director?

A School Director:

- Is a volunteer and a visionary.
- Is one of 9 Directors who make up a School Board.
- Is at least 18 years of age on election day, is of good moral character, has lived within the District for at least one year, and, once elected, does not conduct business with the District.
- Along with other members of the School Board, ensures all perspectives are heard and the needs of many constituencies are balanced, while fulfilling the constitutional mandate to provide an appropriate education to all children, in a *complex and highly-regulated environment*.





# Duties of School Board & Superintendent

## School Board



Governs and directs the District.



Hires and evaluates the Superintendent.



Adopts and monitors the budget.



Reviews and adopts policy.



Establishes curriculum criteria, approves, and monitors



Approves new positions.



Provides guidelines for and ratifies labor contracts



Creates a positive image for the District

## Superintendent



Advises the Board and manages the District



Serves as the 10th member of the Board (non-voting)



Prepares and administers the budget



Suggests and implements policy, writes procedures



Recommends curriculum, monitors' staff's efforts



Interviews, hires, and evaluates personnel.



Monitors contract process



Creates a positive image for the District



## Pennsylvania School Boards Association PRINCIPLES FOR GOVERNANCE AND LEADERSHIP

Pennsylvania school boards are committed to providing **every** student the opportunity to grow and achieve. Our actions, as elected and appointed board members, ultimately have both short- and long-term impact in the classroom. Therefore, we pledge that we will...



### LEAD RESPONSIBLY

- Prepare for, attend and actively participate in board meetings
- Work together with civility and cooperation, respecting that individuals hold differing opinions and ideas
- Participate in professional development, training and board retreats
- Collaborate with the superintendent, acknowledging their role as the 10th member of the board and commissioned officer of the commonwealth



### ACT ETHICALLY

- Never use the position for improper benefit to self or others
- Avoid actual or perceived conflicts of interest
- Recognize school directors do not possess any authority outside of the collective board
- Accept that when a board has made a decision, it is time to move forward collectively and constructively



### PLAN THOUGHTFULLY

- Implement a collaborative strategic planning process
- Set annual goals that are aligned with comprehensive plans, recognizing the need to adapt as situations change
- Develop a comprehensive financial plan and master facilities plan that anticipates short- and long-term needs
- Allocate resources to effectively impact student success



## **EVALUATE CONTINUOUSLY**

- Make data-informed decisions
- Evaluate the superintendent annually
- Conduct a board self-assessment on a recurring basis
- Focus on student growth and achievement
- Review effectiveness of all comprehensive and strategic plans



## **COMMUNICATE CLEARLY**

- Promote open, honest and respectful dialogue among the board, staff and community
- Acknowledge and listen to varied input from all stakeholders
- Promote transparency while protecting necessary confidential matters
- Set expectations and guidelines for individual board member communication



## **ADVOCATE EARNESTLY**

- Promote public education as a keystone of our commonwealth
- Engage the community by seeking input, building support networks and generating action
- Champion public education by engaging local, state and federal officials



## **GOVERN EFFECTIVELY**

- Establish and adhere to rules and procedures for board operations
- Develop, adopt, revise and review policy routinely
- Align board decisions to policy, ensuring compliance with the PA School Code and other local, state and federal laws
- Remain focused on the role of governance, effectively delegating management tasks to the administration

# Your Duties as an Individual Board Member

- Understand your role: governance vs management
- Agree and adhere to board guiding principles
- Complete annual financial disclosure to PA Ethics Commission
- Attend scheduled meetings and trainings
- Be prepared and informed
- Speak your mind and ask appropriate questions
- Accept and support decisions made by the board

# Over the past year, the PASD Board has....

- [Updated the district Strategic Plan](#)
- Revised Superintendent goals to align with the Strategic Plan
- Evaluated the Superintendent
- Passed a School Budget
- Approved:
  - school calendars for next 3 years
  - changes to grade configuration to mitigate overcrowding
  - process to begin construction of a new elementary school
  - new 4-year contract with PAEA (teacher's union)
  - school safety improvements (security personnel, infrastructure, training)



# Ongoing / Upcoming Board Work ....

- Administration succession plan
- New elementary school construction
  - Establish priorities – budget / security / environmental / future growth, etc.
  - Attendance zone map (going from 3 elementary schools to 4)
  - Financing
- Disposition of old Kindergarten Center property
- Review occupation tax





# Get on the Ballot! \*

## Three ways to get on the November 2 General Ballot

### Run in the May 16 Primary Election

- Petition to appear on Republican and/or Democrat Primary Ballot(s)

***OR***

- Conduct a Write-in Campaign

### Run as an Independent or 3<sup>rd</sup> Party Candidate

- File Nomination Papers

### Conduct a Write-in Campaign

\*This information is neither campaign advice nor guidance and should not be viewed as such.



# Get on the Ballot! \*

## IMPORTANT DATES TO REMEMBER

### **Circulation and Filing Nomination Petitions & Papers**

	First Day	Last Day
Circulate & File Petitions	Feb. 14	Mar. 7
Circulate & File Papers	Mar. 8	

### **Municipal Primary**

May 16



# Resources

Chester County Voter Services - [chesco.org/156/Voter-Services](https://chesco.org/156/Voter-Services)

- [Candidate's Corner](#)
- [Running for Office](#)

Pennsylvania School Boards Association - [psba.org](https://psba.org)

- [How to Run for School Board](#). From this page you will also be able to register for a free workshop in January called "Starting Out: A Seat on the School Board. What it Takes to be Elected and Fulfill the Responsibilities."



Q & A