

## Understanding Your School Board

### What are the key roles and responsibilities of a school board?

- Ensure creation of a vision and goals for the district; evaluate district success.
- Adopt policies that guide district actions.
- Hire a superintendent to serve as administrator of the district and evaluate the superintendent's success.
- Approve an annual budget consistent with the district vision.
- Communicate the district's vision and success to the community.

### Is there special training involved in being a school board member?

- An orientation to local district policy and to the laws affecting public education in Texas.
- An annual team-building activity, taken in conjunction with the rest of the board and the superintendent; and
- A specific number of hours each year in areas of special need. Board determine these needs annually by reviewing the Framework for School Board Development, a document that outlines the tasks an effective board performs in its governing capacity.

### How do school boards make decisions?

- A school board is a governmental body, so it can take action only by a majority vote at a legally called public meeting. The individual board member's major responsibility is to study issues facing the district, evaluate needs and resources, and, after due consideration, vote in the best interest of all students at such meeting.

### Can citizens attend school board meetings?

- School boards must meet in compliance with the Texas Open Meetings Act and make public records available according to the Freedom of Information Act and Texas Public Information Act. Citizens are welcome at all school board meetings except a few legally specified circumstances calling for closed meetings. The Burkburnett ISD Board of Trustees meets the third Thursday of each month at 6:30 p.m. in the Williams Drive Conference Center located at 108 East Williams Drive. When determined necessary and for the convenience of the Board, the Board President may change the date or time of the regular meeting.

### Can citizens participate in school board meetings?

- Many school board allow citizen participation and have policies communicating how and when citizens may contribute their input. Individuals wishing to address the Burkburnett ISD Board of Trustees must:
- Sign in with the presiding officer before the meeting begins and shall indicate the topic about which they wish to speak.
- Address all comments to the Board.
- Limit the length of the presentation to five minutes.
- Appoint one person to present the views of patrons addressing the same issue.
- Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.
- Complaints and concerns for which other resolution channels are provided shall be directed through those channels.