



# Board of Directors Professional Development **Overview**



**SAGINAW VALLEY  
STATE UNIVERSITY**

SCHOOL/UNIVERSITY PARTNERSHIP OFFICE

# Contact Information for this PD Series

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# Topics in the PD Series

- **Overview: Importance of Board Professional Development**
- **Board/Board Member Responsibilities**
- **Board and School Leader Communications**
- **Board Agenda Development and Conducting Meetings**
- **Open Meetings Act**
- **Hiring and Evaluating School Leadership**
- **Freedom of Information Act**
- **Budget and Finance**

**States are primarily responsible for public education.**

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graph TD; A[States are primarily responsible for public education.] --> B[Authorizers such as SVSU, approve charter schools and board members and monitor student academic performance and operations.]; B --> C[Local school boards are responsible for effective local governance by]; C --> D[utilizing the various roles, functions, and expertise within a school or school district to achieve the educational outcomes desired]; D --> E[AND to ensure that the school is responsive to the priorities, beliefs, and values of the students and community it serves.];
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**Local school boards are responsible for effective local governance by**

**utilizing the various roles, functions, and expertise within a school or school district to achieve the educational outcomes desired**

**AND to ensure that the school is responsive to the priorities, beliefs, and values of the students and community it serves.**

## GROUP QUESTION

How many sources of law and regulations can you name that school boards and schools must follow and utilize for school governance and school operations?

# Several Key Sources of Law and Requirements

1. U.S. Constitution
2. Michigan Constitution
3. SVSU Authorizer Contract
4. Michigan School Code and Compiled Laws
5. Board Policies and Bylaws
6. Elementary and Secondary Education Act – All Students Succeed Act
7. Individuals with Disabilities Education Act (IDEA)
8. Family Educational Rights and Privacy Act (FERPA)
9. Open Meetings Act
10. Freedom of Information Act
11. Michigan Department of Education Requirements
12. U.S. Department of Education Requirements

# Several Key Sources of Law and Requirements

13. Office of Civil Rights Regulations
14. Case Law and Court Rulings
15. Special Education Laws and Regulations
16. Early Childhood Laws and Regulations
17. Child Protective Services Requirements
18. Local and State Health Official Requirements and Guidance
19. Department of Labor
20. Internal Revenue Service Laws and Regulations
21. Occupational and Safety Laws and Requirements
22. Local and Regional Ordinances
23. Financial Accounting Standards Board (FASB), Governmental Accounting Standards Board (GASB), Audit Regulations, 1984 Michigan Uniform Budgeting and Accounting Act, and other financial/accounting requirements such as for grants.

# Some Basics about School Boards

- ✓ A board cannot convene a meeting as a quorum unless there is a meeting of a majority of serving, active, members who have taken their oath of office based on the number of board seats.
- ✓ A vote is not legal unless there is approval by a majority vote of serving, active, members who have taken their oath of office based on the number of board seats.
- ✓ Board meetings **MUST** commence within 30 minutes after the time posted for the start of the meeting or the meeting is considered cancelled.

**EXAMPLE: A quorum is not available until an 1 ½ hours after the posted time but is still on the same day. Because the start of the meeting is delayed longer than 30 minutes, the meeting has to be cancelled.**



## Some Basics about School Boards

- ✓ Board members can convene as a group at non-meeting functions, such as graduations, school welcome back events, sporting events, parties, board professional development, etc. as long as no school business matters are discussed or acted upon.
- ✓ The Open Meetings Act has a limited number of specific reasons that a board may go into a closed session.
- ✓ Board members on their own do not have any legal authority to act on behalf of the school board. They cannot direct administration or staff. Boards only have authority as a body.
- ✓ Boards are not administrators. Boards set policy, approve budgets and curriculum, and oversee the administration and operation of the school.