

Nord Country School

BP 1020 – Powers and Duties of the Board of Directors



1.0 Purpose

The Nord Country School Board recognizes the importance of effective organizational communication. This policy seeks to ensure that the Board shall not be bound in any way by any statement or action on the part of individual members or employees, except when such statement or action is at the specific instruction of the Board of Directors.

2.0 Powers and Duties of the Board

2.1 General Administration

- 2.1.1 The Board selects and evaluates the chief executive officer (per the applicable employment contract or other agreement), hereinafter referred to as the Administrator, and supports the Administrator in the discharge of all primary duties.
- 2.1.2 The Board consults with the Administrator on his or her recommendations and acts upon them.
- 2.1.3 The Board exercises control of the School in accordance with all applicable laws and regulations.
- 2.1.4 The Board establishes policies and appraises the effectiveness of the execution of such policies.
- 2.1.5 The Board approves the annual calendar.

2.2 Business

- 2.2.1 The Board considers the annual budget prepared by the Administrator and his/her assistants and approves the annual operating budget resulting from such consideration.
- 2.2.2 The Board provides for the establishment of necessary procedures to assure proper accounting of receipts, disbursements and balances and considers reports on the financial condition of the School.
- 2.2.3 The Board provides for periodic audits of funds of the School as required by law, including funds of student body organizations, cafeterias, and all other funds handled under the supervision of the School.
- 2.2.4 The Board authorizes commitments of funds of the School and authorizes expenditures of funds in payment of obligations.

2.3 Curriculum

- 2.3.1 The Board approves courses of study within the School upon consideration of the recommendations of the Administrator.

2.3.2 The Board requires and discusses reports of the Administrator concerning the educational progress of the school.

2.4 Personnel

2.4.1 The Board hires and terminates, upon nomination and recommendation of the Administrator, all personnel. When the Board does not agree with a personnel recommendation by the Administrator, further actions will be requested.

2.4.2 The Board has the final authority to set the salaries for all personnel of the School in compliance with any applicable state laws, local Board policies, and collective bargaining procedures. In the case of confidential and management personnel, the Administrator shall represent the Board in consultation with these employees, and shall submit recommendations to the Board regarding salaries.

2.4.3 The Board shall follow the adopted grievance procedures contained in School policy to handle employee grievances and/or complaints relating to their employment.

2.5 Plant Facilities

2.5.1 The Board is responsible for providing adequate buildings, equipment, supplies and other facilities for the operation of the School.

2.5.2 The Board confers with the administration, architects, consultants and staff to make final determination relative to matters of capital outlay with special reference to buildings, sites, major improvements and equipment, upon recommendation of the Administrator.

2.6 Public Relations

2.6.1 The Board, recognizing public relations are the result of the actions and statements of the Board and the Administrator and other employees of the School, hears communications, written and/or oral, from citizens and organizations on matters of administration, finance, organization, policy and program.

3.0 Adoption and Review

3.1 Originally Adopted: 6/14/2005

3.2 Most Recent Revision: 12/14/2011