



WHAT DOES THE BOARD OF EDUCATION DO?

➤ **By Law, a Board of Education has three specific duties:**

- Establish, review, and approve policies for the District
Policies and the accompanying regulations are the framework of how the District is run. Policies are not required for Education, State or Federal Laws that must be followed. The Board has a policy sub-committee that meets with administrators and legal counsel when necessary.
 - Establish and approve the annual spending plan for the District
The annual budget process begins in December to review anticipated expenditures and revenues for the coming year. Building principals, department heads and district administrators all have input into this process. The Board recommends the budget to be put to a vote by stakeholders each May.
 - Hire and evaluate the Superintendent to run the District
The Superintendent is the chief operating officer of the District, responsible for the day-to-day running of the programs and buildings. The Superintendent recommends to the Board the hiring of personnel, communicates on a regular basis with the Board and updates the Board regarding any pressing issues. The Board evaluates the Superintendent twice a year.
- Board members have no authority as individuals, they can only act as a unit by majority rule.
 - Boards of Education are not a legislative body, have no political party affiliations and have no ability to change laws, mandates, or requirements
 - Board members direct any questions they receive to the Superintendent and/or appropriate administrator. They do not supervise the daily operations of any staff, building, or department.



WHAT HAPPENS AT A SCHOOL BOARD MEETING?

➤ **By law, School Board meetings are held in public, but are not public meetings.**

- The Board establishes the time and place for meetings. Agendas are published 48 hours prior to the meeting. There could be an occasion when an emergency meeting is necessary, the 48-hour notification is done as soon as possible. Open Meetings Law is followed.
- Board meetings conduct the business of running the District. For example, personnel changes, approval of contracts, reports and sharing of information take place in a public setting.
- Executive Session is held for Board members only and those included by the Board. There are very specific legal reasons to hold an executive session, such as a pending legal issue, a personnel matter, Special Education placement or negotiations with bargaining units. The Board will exit Executive Session to take any actions.
- Stakeholders have two opportunities to speak to the Board. First, they can address a specific action item on the agenda. Comments on any subject can be made during Voice of the Public. This is not a required part of the business meeting but is established for communication with stakeholders. The Board will listen, but dialogues are not engaged. If there is a broad-based issue, the Board could direct the Superintendent to investigate the matter and respond. To protect the confidentiality of students and staff, the Board does not allow comments regarding specific personnel or children.
- The Board is required by law to hold a public hearing each year to present the proposed budget to the stakeholders. Other public hearings are held for changes to the student Code of Conduct and updates to the District-Wide Emergency Plan. A public hearing is open to dialogs.



I HAVE A CONCERN! WHAT DO I DO?

- Stakeholders have various options to contact the District. All building administrators have phone and email contacts published. Vestal's website has information for District administrators at <https://www.vestal.stier.org/Contact.aspx>
- The annual parent calendar sent out each Fall to parents also contains contact information for buildings and departments.
- Quarterly newsletters are published and sent to families from the Public Information Office.
- School buildings have electronic means to contact parents, such as School Messenger, Facebook, Info Bytes, and newsletters.
- The District has established an Organizational Chart as a chain of command. It can be found on the website at: <https://www.vestal.stier.org/Downloads/4211%20-%20Organization%20Chart5.pdf>
- Since the Board acts as one body, they have an email address that all Board members are connected to: VestalBOE@vestal.k12.ny.us Phone numbers for Board members are in the Parent Calendar and on the website at <https://www.vestal.stier.org/BoardofEducation.aspx> They also can be reached through the District Clerk at districtclerk@vestal.k12.ny.us
- Support areas such as Transportation, Food Services, Special Education or Athletics have contact information on the website and in the Parent Calendar.
- Guidance counselors, school psychologists, social workers and school nurses are available in each building for student/parent support.



**YOU ASKED...
WE ANSWERED!**

10/26/21

Extra-Curricular Clubs – These clubs are designed to help students be involved in activities with their peers with similar interests. At the secondary level, students are encouraged to investigate different areas during club fairs. Clubs are open to all students. At the high school, there are over 25 different groups and over 10 booster organizations.

New Clubs – If there is enough interest for a new club, an application would be completed and submitted to the building principal for review. This would include the staff willing to be the advisors and the constitution for the new club. The application would then be reviewed by central administration and the superintendent would submit it to the Board of Education for approval.

Salaries for support staff are negotiated with the bargaining units. The current agreements for all bargaining units are posted on the District website. Under Taylor Law, if negotiations are not concluded before the end of the current agreement, that agreement remains in effect until superseded. Student support staff work 180 days/year, only when school is in session.

CRT Curriculum - The District is not currently, or has any plans in the future, to embrace the CRT curriculum. We are mandated to follow the standards and curriculum from the NYS Department of Education. More curriculum information can be found at: <http://www.nysed.gov/curriculum-instruction>