

## **What is the Board of Education, and why is it important to participate?**

The Katonah-Lewisboro Board of Education is comprised of seven community volunteers, elected at large for staggered three-year terms. The members are in important communication liaison from the community to school staff, and from the staff to the community.

The Board is a legislative or policy-making body, not charged with the daily responsibilities of operating the school district. It is an agency of the State of New York, within the powers of the law, for general school supervision.

### **Some Board responsibilities include:**

1. Selecting a school superintendent as chief school officer to operate the school district.
2. Identifying district purpose and philosophy.
3. Setting policy for school district operations.
4. Evaluating progress in meeting goals set by the Board.
5. Recommending a budget for voter approval.
6. Communicating both district needs to the community and public concerns to the district.
7. Approving all staff appointments.
8. Overseeing supervision of district physical plant and facilities.
9. Insuring safe transportation for pupils.

### **Regular and Special Meetings**

Regular Board of Education meetings are usually held on the second Thursday of each month at the John Jay High School. Meeting dates are listed on the school district calendar, and posted in the administrative offices and school offices. The Board conducts work sessions, usually on the fourth Thursday of the month to discuss and obtain information about topics related to the operation of the district. Formal action on these matters, however, may only be taken at regular or special meetings. Public comments on the matters under discussion are encouraged.

### **Executive Sessions**

Executive, closed sessions of the Board of Education are held on matters requiring confidential deliberations in accordance with New York State law. Discussions on personnel matters, areas under litigation and collective negotiations pursuant to the Taylor Law are some of the areas pertinent to an executive session.

### **Re organizational Meeting**

The Board annually conducts an organizational meeting on the 1st Tuesday in July, which is posted in advance. The Board President and Vice President are elected and a district clerk, treasurer and attorney are appointed.

### **Please Participate!**

The Board of Education encourages you to attend meetings, make suggestions and ask questions during the open forum portion of the agenda. If you would like to speak during public forum, please sign up at the meetings with the District Clerk.