

Request for Board Action

Define the opportunity, issue, or problem:

A request for board action that impacts multiple areas, clarifies a position, or provides for a change in direction needs to be well thought-out and defined prior to presenting to the board for action. This allows for efficiency in taking action, and for fuller understanding of the reason for requested action along with implications to the ability of the school to implement its goals.

The process of requesting board action recognizes the need to continue to refine the school direction for continuous improvement. Any staff person/s, parent, board member, community member or organization can request board action. For action to be considered, a written report needs to be provided at least one week prior to the board meeting date in which action is desired.

The board chair has the discretion to determine when board action requires in-depth understanding. If the board chair determines an action requires in-depth context and input, the following steps and items will be addressed as part of the board action:

1. Gather necessary information on the issue (items to consider):
 - Sample language and analysis from state charter school association or other organizations
 - Best Practices from other schools
 - Teacher and/or Administration team opinion and/or position
 - Community input
 - Authorizer input
 - Any State or Federal laws, regulations and statutes to be considered
 - How existing policies or previously acted upon positions of the board are impacted
 - How the action supports the mission and vision of the school
 - Should the requested action go through a Committee prior to the board?
2. Draft the requested action with the following sections:
 - a) Action requested
 - b) Reason or need for the request
 - c) Provide Background to address the items about (Step 1)
 - d) Recommendation of proposer desiring action. If not staff, provide both the teacher position and administration position
 - e) Any time sensitivities?
3. Make Available to the Charter School Community:

Any board action will be posted on the Marine Area Community School website.
4. Oversee Implementation:

Oversight of board action is a dynamic process that includes an evaluative component. Oversight is intended to make sure actions of the board accomplishes the desired goal/s. Oversight can provide guidance on whether the action is effective or if modification is needed to achieve the desired goals. The Operations Committee will review annually implementation of board action/s.