



## APPLICATION FOR DIRECTOR POSITION

Wenatchee School District board candidate qualifications: Any citizen who is a registered voter and resident within the Wenatchee School District attendance boundary is eligible to apply for a school board vacancy.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE # CELL: \_\_\_\_\_ WORK: \_\_\_\_\_ HOME: \_\_\_\_\_

BIOGRAPHICAL SKETCH:

Length of time lived within the school district: \_\_\_\_\_

Education / Occupation: \_\_\_\_\_

\_\_\_\_\_

Community and/or School Activities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Special Interests: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Why do you wish to be appointed to the Board of Directors? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

References (Please include phone numbers): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF APPLICANT: \_\_\_\_\_

Please complete the application form and return to the Wenatchee School District Superintendent's Office at 235 Sunset Avenue, Wenatchee WA 98801. Or by email to: [akers.l@wenatcheeschools.org](mailto:akers.l@wenatcheeschools.org)  
The application must be returned to the superintendent's office by 12:00 pm January 2<sup>nd</sup>, 2019.

## **BOARD OFFICERS AND DUTIES OF BOARD MEMBERS**

### **Chair/President**

The president shall preside at all meetings of the board and sign all papers and documents as required by law or as authorized by action of the board. The president shall conduct the meetings in the manner prescribed by the board's policies, provided that the president shall have the full right to participate in all aspects of board action without relinquishing the chair, including the right to vote on all matters put to a vote.

It shall be the responsibility of the board president to manage the board's deliberation so that it shall be clear, concise, and directed to the issue at hand; summarize discussion and/or action before moving on to the next agenda item; and to generally manage the meeting so that the agenda is treated in an expeditious manner.

The president shall be the official recipient of correspondence directed to the board and shall provide, or cause to be provided to other board members and the superintendent, copies of the correspondence received on behalf of the board.

The president is authorized to consult with the superintendent on issues prior to presentation to the full board and perform tasks to facilitate board meetings.

In dealing with the media and the public in general, the president or his/her designee will serve as the spokesperson of the board. The president is authorized to report and discuss those actions which have been taken and those decisions made by the board as a body. The president shall avoid speculating upon actions or decisions which the board may take but has not yet taken.

The president shall confer with the superintendent regarding board meeting, study session and board retreat planning.

### **Officers of the Board: Vice President**

The vice president shall preside at board meetings in the absence of the president and shall perform all of the duties of the president in case of his/her absence or disability.

### **Legislative Representative**

A legislative representative may serve as the board's liaison with the Washington State School Directors' Association Legislative Assembly. The legislative representative shall assume office July 1st in an even year for a two-year period. The legislative representative shall attend Washington State School Directors' Association Assemblies, conveying local views and concerns to that body and participating in the formulation of state legislative programs. The legislative representative shall monitor proposed school legislation and inform the board of the issues.

### **Duties of Individual Board Members**

The authority of individual board members is limited to participating in actions taken by the board as a whole when legally in session. Board members shall not assume responsibilities of

administrators or other staff members. The board or staff shall not be bound in any way by any action taken or statement made by any individual board member except when such statement or action is pursuant to specific instructions and official action taken by the board.

Each board member may review the agenda and any study materials distributed prior to the meeting and be prepared to participate in the discussion and decision-making for each agenda item.

Each member is obligated to attend board meetings regularly. Whenever possible, each director shall give advance notice to the president or superintendent of his/her inability to attend a board meeting. A majority of the board may excuse a director's absence from a meeting if requested to do so. The board may declare a board member's position vacant after four consecutive unexcused absences from regular board meetings.

Legal References:	RCW 28A.343.390	Directors — Quorum — Failure to attend meetings
	RCW 28A.320	Provisions applicable to all districts
	RCW 28A.330.100	Additional powers of the board
	RCW 28A.330.030	Duties of president
	RCW 28A.330.080	Payment of Claims — Signing of warrants
	RCW 28A.330.200	Organization of the board — Assumption of superintendent's duties by board member, when
	RCW 28A.330.040	Duties of vice-president

Management Resources:	
<i>Policy News</i> , December 2007	Role of the School Board President

**Adoption Date: 12.09.02**  
**Wenatchee School District**  
**Revised: 12.14.10**

# Wenatchee School District 2018-19

ALL Board Meetings/Agenda Review & Workshop Dates **DRAFT 11/05/18**

DATE	TIME	MEETING	LOCATION		NOTES & Agenda Reviews
<b>November</b>					
5	4/5/6:00 PM	Exe./Closed/Training	District Office		OPMA & PRA
8	11:00 AM	School Visit	Lewis & Clark		date change
13	6:00 PM	Board Meeting	District Office	8	Michele & Walter
14-17		WSSDA Confer.	Spokane		
19	5-7 pm	Board Workshop	District Office		Supt. Eval. Models
20	12:00	SPECIAL MTG/VACANCY	District Office		
27	6:00 PM	Board Meeting	District Office	26	Michele & Sunny
<b>December</b>					
4	12:30 PM	Board Workshop/HYA	District Office		
11	6:00 PM	Board Meeting	District Office	10	Michele & Sarah
<b>January</b>				New	President & Bd. Member
3	10:00 AM	Review Applications (if needed)	District Office		
4	5:00 PM	Bd Vacancy Interviews	District Office		
8	6:00 PM	Board Meeting	District Office	9	
11	11:00 AM	School Visit	Orchard Middle School		
14	5-7 pm	Extra Workshop	District Office		If Needed
22	6:00 PM	Board Meeting	District Office	23	
<b>February</b>					
1	8 am - 2 pm	Board Workshop	District Office		Mid-Year Review
8	11:00 AM	School Visit	Wenatchee High School		
12	6:00 PM	Board Meeting	District Office	11	
22	11:00 AM	School Visit	Mission View Elementary		
26	6:00 PM	Board Meeting	District Office	25	
<b>March</b>					
1	11:00 AM	School Visit	WestSide High School		
12	6:00 PM	Board Meeting	District Office	11	
18	5-7 pm	Extra Workshop	District Office		If Needed
22	11:00 AM	School Visit	Pioneer Middle School		
26	6:00 PM	Board Meeting	District Office	25	
<b>April</b>					
9	6:00 PM	Board Meeting	District Office	8	
15	5-7 pm	Extra Workshop	District Office		If Needed
19	11:00 AM	School Visit	Wenatchee Valley Tech		
23	6:00 PM	Board Meeting	District Office	22	
26	11:00 AM	School Visit	WA/Castle Rock		
<b>May</b>					
14	6:00 PM	Board Meeting	District Office	8	
10	11:00 AM	School Visit	Lincoln Elementary School		
17	8 am - 2 pm	Extra Workshop	District Office		Year-End Review
28	6:00 PM	Board Meeting	District Office	24	
31	11:00 AM	School Visit	Sunnyslope Elementary		
<b>June (JULY NO MEETINGS)</b>					
10	6:00 PM	Board Meeting	District Office	7	
17	5-7 pm	Extra Workshop	District Office		If Needed
25	6:00 PM	Board Meeting	District Office	24	
<b>WHS Graduation June 7, 2019 WSHS Graduation June 13th, 2019 Last day of school: June 14, 2019</b>					
<b>JULY NO MEETINGS</b>					