

## **ROLE, QUALIFICATIONS, AND APPRAISAL OF THE SCHOOL BOARD**

The Albemarle County School Board (“School Board”) has established the vision, mission, goal(s), and strategic objectives for the School Division. The School Division goals are based on this vision and mission. Annually, the School Board reviews and revises the Biennial School Board/Superintendent Priorities to support the achievement of these goals.

The School Board and the Superintendent are bound in a partnership of mutual trust and vision. They are responsible for selecting the results that the School Division should be pursuing. Together, the School Board and Superintendent take primary responsibility for ensuring the School Division is an effective school system in which resources are organized and applied in such a way as to provide all students with the opportunity to learn. To reaffirm their partnership in fulfilling this responsibility, the School Board and the Superintendent share common areas of periodic evaluation.

### **The Role of the School Board**

The School Board establishes policy and, together with the Superintendent, develops a common vision for the School Division.

The specific responsibilities of the School Board include the following:

1. Establish and communicate a clear vision, mission, set of goals, and strategic plan.
2. Ensure that school laws and School Board Policies are properly explained, enforced, and observed.
3. Provide for the constructing, renovating, furnishing, equipping, and maintaining of school buildings.
4. Provide for the consolidation of schools or redistricting of school boundaries as deemed necessary.
5. Supervise and oversee the operations of the School Division.
6. Determine and approve the school calendar.
7. Approve the curriculum and learning resources used in the School Division.
8. Establish instructional and management priorities to support the achievement of the School Division’s vision, mission, and goals.
9. Develop and implement policies that govern the operation of the School Division.
10. Recruit, hire, and evaluate the Superintendent.
11. Adopt an annual budget.
12. Ensure that all funds are accurately accounted for according to the adopted budget.

13. Establish policies establishing salaries and salary schedules, terms and conditions of employment, fringe benefits, leave, professional development, and equitable evaluation for all employees.
14. Act on personnel recommendations of the Superintendent and enter into contracts with such personnel as may be required by law.
15. Communicate with various constituencies to receive input and gather support for public education.
16. Ensures that the public schools within the school division are registered with the Department of State Police to receive electronic notice of the registration or reregistration of any sex offender within the school division pursuant to Va. Code § 9.1-914;
17. Ensures that the information sheet on the Supplemental Nutrition Assistance Program (SNAP) benefits program developed and provided by the Department of Social Services pursuant to subsection D of Va. Code § 63.2-801 is sent home with each student enrolled in an elementary or secondary school in the division at the beginning of each school year or, in the case of any student who enrolls after the beginning of the school year, as soon as practicable after enrollment;
18. Ensures that a fillable free or reduced price meals application is sent home with each student enrolled in a public elementary or secondary school in the division at the beginning of each school year or, in the case of any student who enrolls after the beginning of the school year, as soon as practicable after enrollment;
19. Ensures that at any back to school night event in the division to which the parents of enrolled students are invited, any parent in attendance receives prominent notification of and access, in paper or electronic form, or both, to information about application and eligibility for free or reduced price meals for students and a fillable free or reduced price meals application that may be completed and submitted on site;
20. Act as final adjudicator in matters within the authority of the School Board under federal and state statutes and regulations and School Board Policy;
21. Follow School Board guidelines as defined in School Board Policy BG.

### **Performance Appraisal**

Performance Appraisal is a critical responsibility of the School Board and focus on providing frequent feedback is an important priority. The School Board and Superintendent conduct a joint appraisal encompassing the following components:

1. An impact appraisal for the School Board's overall goal(s) and objectives;
2. Appraisal of measurable performance indicators of the School Board using division-wide data to identify areas for improvement and allow prioritized targets for improvement; and
3. Appraisal based on performance standards established by the Virginia Department of Education (VDOE) for the Superintendent and characteristics of effective School Boards published by the National School Boards Association Center for Public Education.

The appraisal tools and templates are retained by the Clerk of the School Board for use by the School Board and Superintendent.

Adopted: July 1, 1993  
Amended: March 24, 1997; August 10, 2006; September 8, 2011; December 10, 2015; November 10, 2016;  
April 28, 2022; November 9, 2023  
Reviewed: March 8, 1999; June 28, 2001; February 9, 2006  
Equity Review: April 28, 2022

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Legal Ref.: Code of Virginia, 1950, as amended, §§22.1-78 and 22.1-79.

Cross Ref.: BA, *Board Member Authority and Duties*  
CBA, *Role and Qualifications of the Superintendent*  
CBG, *Evaluation of the Superintendent*