

**BOARD LIAISONS TO DEPARTMENTS**

The Governing Board recognizes the importance of thorough preparation for Board Meetings. To strengthen such preparations, the Board shall appoint Board Liaisons to each district department.

Board Members agree to thoroughly review the published Board Agenda, with a focus on the agenda items from their assigned departments.

Prior to each Board Meeting, and after the Board Liaison has previewed the Board Agenda, Board Liaisons and assigned Cabinet Department Administrators shall communicate. The purpose of the communication is to identify, in advance preparation for the Board Meeting, any potential questions and/or necessary additional information to be shared at the time of the meeting.

Board Liaisons as individuals are not authorized to make decisions or give specific direction to department administrators. Any major issues or requests shall be referred to the Superintendent.

Board Liaisons may also serve other preview functions, such as reviewing proposed policies or policy revisions with the department administrator prior to full Board consideration.

Board Liaison assignments shall be made at the annual organizational Board Meeting. The Board President shall be assigned to the Superintendent's Office. Other Board Members shall be assigned to Curriculum & Instruction; Human Resources; Pupil Personnel Services; and Business Services.

Adopted: February 28, 2007