

## Policies and Regulations

### NEPN Code: BDD/STI

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#### School Board Governance and Operations

##### Board-Southeast Technical Institute President Relationship

It is the primary responsibility of the School Board to formalize the educational ideals, values, and goals of the community into concepts of policy and to see that these are translated into actual practice by the Southeast Tech President and his/her staff.

The Board believes that the most effective way of fulfilling its responsibilities to the patrons of a dynamic, growing technical institute is through close cooperation and teamwork between the Board and President. The roles of the Board-President leadership team are essential to the success of Southeast Tech.

The Board-President team has an obligation to provide educational leadership within Southeast Tech. The Board-President team must always function at a high professional and ethical level focusing on the goals to be achieved and the policies to be implemented by the President and/or his/her designee.

As the legally designated governing body, the Board retains final authority. Yet, the President is the Board's professional advisor to whom the Board delegates executive responsibility. It is essential that each recognizes, respects and supports each other's area of responsibility. To help clarify this shared responsibility, the following operating principles are adopted:

- The President shall be the chief administrator of Southeast Tech and be directly responsible to the Board for the total administration of Southeast Tech. The Board will not assume the administrative function, but will vest in the President executive authority to carry out these administrative responsibilities.
- Important institute matters requiring Board action will be presented by the President to the Board in a responsible manner. The President is expected to inform the Board of important Southeast Tech related matters in a timely fashion.
- The Board expects the President to bring important items requiring Board action to the Board as well as other items that are properly within its legislative function, or those that are required by law.
- Board members will inform the President about any institute-related questions or concerns that have potential implication for Board deliberation or action which may arise between Board meetings. The Board president and the Southeast Tech President will discuss any such question or concern to determine if the items should be placed on the agenda of a future Board meeting. Board members and the President will communicate

such matters to each other prior to the meeting to prevent misunderstandings and to promote more efficient, businesslike meetings.

- Individual Board members, in the normal course of interacting with the institute and community, may seek information on non-personnel matters or receive information from employees, parents/guardians, students or community members about Southeast Tech related matters. If the information raises questions or concerns requiring a response from administration, the Board member shall discuss the information directly with the President. The President/designee is responsible for responding directly to the constituent.
- The responsibility for selection, placement, suspension, or dismissal of Southeast Tech personnel is vested in the President subject to approval by the Board as required by law. All Board decisions and communications affecting employees will be issued by the President through regular administrative channels.
- The Board will take action on items and issues properly before the Board only after consultation and upon recommendation by the President. However, the Board recognizes its legal responsibilities for the operation of the District, and may revise or reject the President's recommendations on any item or issue.
- The President of the School Board shall authorize payment to the President for reimbursement of expenses of the President while conducting school business as submitted to the Finance Office in accordance with Finance Office practices and procedures.
- Board members and the President will take a positive approach based on cooperation and support in resolving problems and issues which will arise from time to time.

Policy		Board Action
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