

100 BOARD OF DIRECTORS, continued

- 103 Responsibilities and Duties of the Board
- 103.1 General
- 103.1a The Board shall be the policy forming body of the ESD and with the assistance of the Superintendent, the ESD staff and the counsel of the superintendents of local school districts in the ESD, shall establish general policies governing the operation of the ESD. Having adopted these policies, the Board shall delegate to the chief executive officer, the Superintendent, the authority to carry them out and shall require of him/her such reports as are necessary to determine the manner in which they have been administered.
- 103.1b The Board shall "adopt such bylaws and rules and regulations for its own operation as it deems necessary or appropriate." RCW 28A.310.200(7)
- 103.1c Upon the advice and recommendations of the superintendents of local school districts, the Board shall determine the general scope and nature of services and programs to be provided.
- 103.1d "The superintendents of all local school districts within an educational service district shall serve in an advisory capacity to the educational service district board and superintendent in matters pertaining to budgets, programs, policy and staff." RCW 28A.310.430
- 103.1e The Board shall "comply with rules or regulations of the state board of education and the superintendent of public instruction." RCW 28A.310.180(1)
- 103.1f The Board shall "perform such other duties as may be prescribed by law or rule or regulation of the state board of education and/or the superintendent of public instruction as provided in RCW 28A.300.030 and RCW 28A.305.210." RCW 28A.310.190

3-6-75 Adopted R103

103.1a amended 1-20-77; 1-23-79; 3-26-91

103.1b amended 1-21-82; 2-26-85; 3-29-88; 3-26-91

103.1d amended 1-20-77; 2-26-85; 3-29-88; 3-26-91

103.1e amended 1-21-82; 2-26-85; 3-29-88; 3-26-91

103.1f amended 2-26-85; 3-29-88; 3-26-91

100 BOARD OF DIRECTORS, continued

- 103 Responsibilities and Duties of the Board, continued
- 103.1 General, continued
- 103.1g The Board shall "pay dues from educational service district funds in an amount not to exceed one hundred dollars per board member per year for membership in a state-wide association of educational service district board members: PROVIDED, That dues to such an association shall not be paid unless the formation of such an association, including its constitution and bylaws, is approved by a resolution passed by at least two-thirds of the educational service district boards within the state: PROVIDED FURTHER, That such association if formed shall not employ any staff but shall contract either with the Washington state school directors' association or with the superintendent of public instruction for staff and informational services." RCW 28A.310.210(2)
- 103.1h The Board, by written order filed in the headquarters office, may delegate to the ESD Superintendent any of the powers and duties vested in or imposed upon the Board by law or rule or regulation of the State Board of Education and/or the Superintendent of Public Instruction. Such delegated powers and duties shall not be in conflict with rules or regulation of the Superintendent of Public Instruction or the State Board of Education and may be exercised by the Superintendent in the name of the Board. RCW 28A.310.220
- 103.1i "The educational service district board shall designate the headquarters office of the educational service district." RCW 28A.310.310
- 103.1j The Board shall adopt, upon the recommendation of the Superintendent, an annual the ESD work calendar.

103.1g amended 1-20-77; 1-21-82; 3-29-88; 3-26-91
103.1h amended 1-20-77; 1-21-82; 2-26-85; 3-29-88; 3-26-91
103.1i amended 1-20-77; 3-29-88; 3-26-91
103.1j amended 1-20-77; deleted 1-23-79
103.1k amended 1-20-77; renumbered 103.1j 1-23-79
103.1j amended 3-26-91

100 BOARD OF DIRECTORS, continued

- 103 Responsibilities and Duties of the Board, continued
- 103.2 Business
- 103.2a Each year the Board shall adopt an annual budget after giving consideration to the program and service recommendations of the local district superintendents' advisory committee and such administrative and financial reports as may be required.
RCW 28A.310.200(1)
- 103.2b The Board shall approve a biennial budget request to be forwarded to the Superintendent of Public Instruction for revision and approval.
RCW 28A.310.390
- 103.2c The Board shall determine all financial policies not specifically defined by law and shall exercise general supervision over the finances of the ESD in keeping with regular budgetary procedures.
- 103.2d The Board shall "certify statistical data as basis for apportionment purposes to county and state officials as provided in chapter 28A.545" RCW." RCW 28A.310.190(3)
- 103.2e The Board shall "keep in the educational service district office a full and correct transcript of the boundaries of each school district within the educational service district." RCW 28A.310.200(5)

103.2a amended 2-26-85; 3-26-91

103.2b amended 3-29-88; 3-26-91

103.2c amended 1-20-77; 3-29-88; 3-26-91

103.2d amended 2-26-85; deleted 3-29-88

103.2d amended 3-26-91

103.2e amended 2-26-85; renumbered 103.2d 3-29-88

103.2f amended 1-20-77; renumbered 103.2e 3-29-88; amended 3-26-91

103.2g deleted 1-20-77

103.2h renumbered 103.2g 1-20-77; amended 1-23-79; deleted 1-24-84

103.2i renumbered 103.2h 1-20-77; deleted 1-24-84

103.2j renumbered 103.2i 1-20-77; deleted 1-23-79

103.2k renumbered 103.2j 1-20-77; deleted 1-23-79

100 BOARD OF DIRECTORS, continued

- 103 Responsibilities and Duties of the Board, continued
- 103.3 Operation
- 103.3a The Board shall establish and operate for the schools within the boundaries of the ESD a depository and distribution center for films, tapes, charts, maps, and other instructional material as recommended by the school district superintendents within the service area of the ESD. RCW 28A.310.180(2)
- 103.3b The Board shall "establish cooperative service programs for school districts within the educational service district: PROVIDED, That on matters relating to cooperative service programs the board and superintendent of the educational service district shall seek the prior advice of the superintendents of local school districts within the educational service district." RCW 28A.310.180(3)
- 103.3c The Board shall "fix the amount of and approve the bonds for those educational service district employees designated by the board as being in need of bonding." RCW 28A.310.200(4)
- 103.3d The Board shall "acquire by borrowing funds or by purchase, lease, devise, bequest and gift and otherwise contract for real and personal property necessary for the operation of the educational service district and to the execution of the duties of the board and superintendent thereof and sell, lease, or otherwise dispose of that property not necessary for district purposes: PROVIDED, That no real property shall be acquired or alienated without the prior approval of the state board of education." RCW 28A.310.200(6)
- 103.3e The Board shall "enter into contracts, including contracts with common and educational service districts and the school for the deaf and the school for the blind for the joint financing of cooperative service programs conducted pursuant to RCW 28A. 310.180(3), and employ consultants and legal counsel relating to any of the duties, functions, and powers of the educational service districts." RCW 28A. 310.200(8)
- 103.3f If deemed necessary, hold each year one or more teachers' institutes as provided for in RCW 28A.415.010 and one or more school directors' meetings. RCW 28A.310.190(1)

100 BOARD OF DIRECTORS, continued

- 103 Responsibilities and Duties of the Board, continued
- 103.3 Operation, continued
- 103.3g The Board shall "cooperate with the state supervisor of special aid for handicapped children as provided in 28A.155.010 through 28A.155.100 RCW." RCW 28A.310.190(2)
- 103.3h The Board shall "establish direct student service programs for school districts within the educational service district including pupil transportation" as provided for in RCW 28A.310.180(4).

Amendments to 103.3

103.3a amended 1-20-77; 1-21-82; 2-26-85; 3-29-88; 3-26-91
103.3b amended 1-20-77; 1-21-82; deleted 2-26-85
103.3c amended 1-20-77; 1-21-82; renumbered 103.3b 2-26-85
103.3e amended 1-20-77; 1-21-82; renumbered 103.3d 2-26-85
103.3f amended 1-20-77; 1-21-82; renumbered 103.3e 2-26-85
103.3g amended 1-21-82; renumbered 103.3f 2-26-85
103.3h amended 1-21-82; renumbered 103.3g 2-26-85

103.3b amended 3-29-88; 3-26-91
103.3c amended 2-26-85; 3-29-88; 3-26-91
103.3d amended 2-26-85; 3-29-88; 3-26-91
103.3e amended 2-26-85; 3-29-88; 3-26-91
103.3f amended 3-29-88; 3-26-91
103.3g amended 2-26-85; 3-29-88; 3-26-91
103.3h adopted 2-26-85; amended 3-29-88; 3-26-91

100 BOARD OF DIRECTORS, continued

- 103 Responsibilities and Duties of the Board, continued
- 103.4 Personnel
- 103.4a The Board shall appoint and set the salary of the ESD Superintendent who shall be employed by a written contract for a term to be fixed by the Board, but not to exceed three (3) years, and who may be discharged for sufficient cause. The Board may, at its discretion, set qualification standards which exceed statutory requirements, and may, at its discretion, modify such higher standards. RCW 28A.310.170(1)
- 103.4a1 When a vacancy occurs in the position of Superintendent, the Board of Directors shall cause a notice of vacancy to be circulated to appropriate agencies.
- 103.4a2 The ESD Board shall select two school district superintendents from within the ESD to serve on a superintendent review committee along with a representative of the Office of Superintendent of Public Instruction selected by the Office of Superintendent of Public Instruction for the purpose of screening applicants and recommending a list of three candidates to the Board of Directors. RCW 28A.310.170(2)(3)
- 103.4a3 "The educational service district board shall select the new superintendent from the list of three candidates or shall reject the entire list and request the review committee to submit three additional candidates, and the educational service district board shall repeat this process until a superintendent is selected." RCW 28A.310.170(3)
- 103.4b The Board shall "approve the selection of educational service district personnel and clerical staff as provided in RCW 28A.310.230" unless otherwise expressly delegated to the Superintendent. RCW 28A.310.200(3)
- 103.4c The Board shall adopt suitable regulations for all employees with reference to qualifications for employment in the various types of positions, salary schedules, types of leave and other personnel policies.
- 103.4d Written contracts shall be entered into with all certificated personnel. These contracts shall bear the signature of the Superintendent and be presented to the Board for its approval. RCW 28A.310.250

Amendments to 103.4

103.4a amended 1-20-77; 1-23-79; 1-24-84; 3-29-88; 3-26-91

103.4a2 amended 1-20-77; 1-24-84; 2-26-85; 3-29-88; 3-26-91

103.4a3 amended 1-24-84; 3-26-91

103.4b amended 1-20-77; 1-21-82; 2-26-85; 3-29-88; 3-26-91

103.4c amended 3-29-88

103.4d amended 1-20-77; 3-26-91