

# Welcome



**Get on Board!**  
Candidate Training

**December 17, 2025**

# Webinar Logistics

## Questions

- Questions are encouraged
- Please use the Q&A function for questions (not chat)
- All questions are facilitated anonymously

## Evaluation

- After the webinar

## Email follow-up

- Link to the video
- Presentation slides
- Other resources

## Get on Board!

- VSBA website (Resources)

**Tech Support:**  
Call/text Debbie:  
802-417-1903.

# Agenda!

- **Welcome**
- **Essential Work of School Boards**
- **How to Become a Candidate**
- **Panel: Current Board Members**
- **Vermont School Boards Association (VSBA) Support**
- **Q&A**

# The Board's Responsibility: Governance

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gov·er·nance | \ 'gə-vər-nən(t)s

the act or process of [governing](#) or overseeing the control and direction of something (such as a country or an organization)

gov·ern | \ 'gə-vər-n

to exercise continuous sovereign authority over *especially* : to control and direct the making and administration of policy in

*Merriam-Webster*

*“Boards assure schools are well run—but they don’t run them.”*

# The Role of a School Board

The school board acts as **trustees** on behalf of the community to provide oversight of public

High quality education for every student in the district

The public gets good return on its investment

The system operates efficiently, effectively and ethically



# Essential Work: Vision



Engage the Community  
& Establish a Vision



Adopt Policy



Board & Superintendent  
Partnership



Develop a Budget &  
Assure Financial Oversight



Monitor Progress



Effective & Ethical  
Operations

# Engage the Community and Build a Vision

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**“The purpose of community engagement is to ensure that school improvement is done with the community, not to the community.”**

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# Board Roles in Policy

## Articulate values and concerns

- Educational Results
- Legal requirements
- Community Expectations

## Delegate

- Administration interprets policy
- Written procedures

## Monitor



# Essential Work: Board / Superintendent Partnership



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# Hire the Superintendent: Lead and Manage the District

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The superintendent is the chief executive officer (CEO) of the district, responsible for all aspects of operations, and for providing educational leadership.



# Roles: Board, Superintendent, Principal



**Boards assure  
schools are well  
run - they do  
not run them**

## Board

- Sets clear goals
- Assures good communication between board and administration
- Establishes and monitors clear system for accountability

## Superintendent

- Chief Executive Officer
  - Operations
  - Educational Leadership
- Accountable to Supervisory Union and District Boards

## Principal

- Instructional Leadership & day-to-day school operations
- Relies on Supervisory Union action plan, priorities, and initiatives
- Accountable to Superintendent

<https://education.vermont.gov/sites/aoe/files/documents/edu-governance-guidance-roles-responsibilities-school-systems.pdf>



# Essential Work: Budget & Financial Oversight



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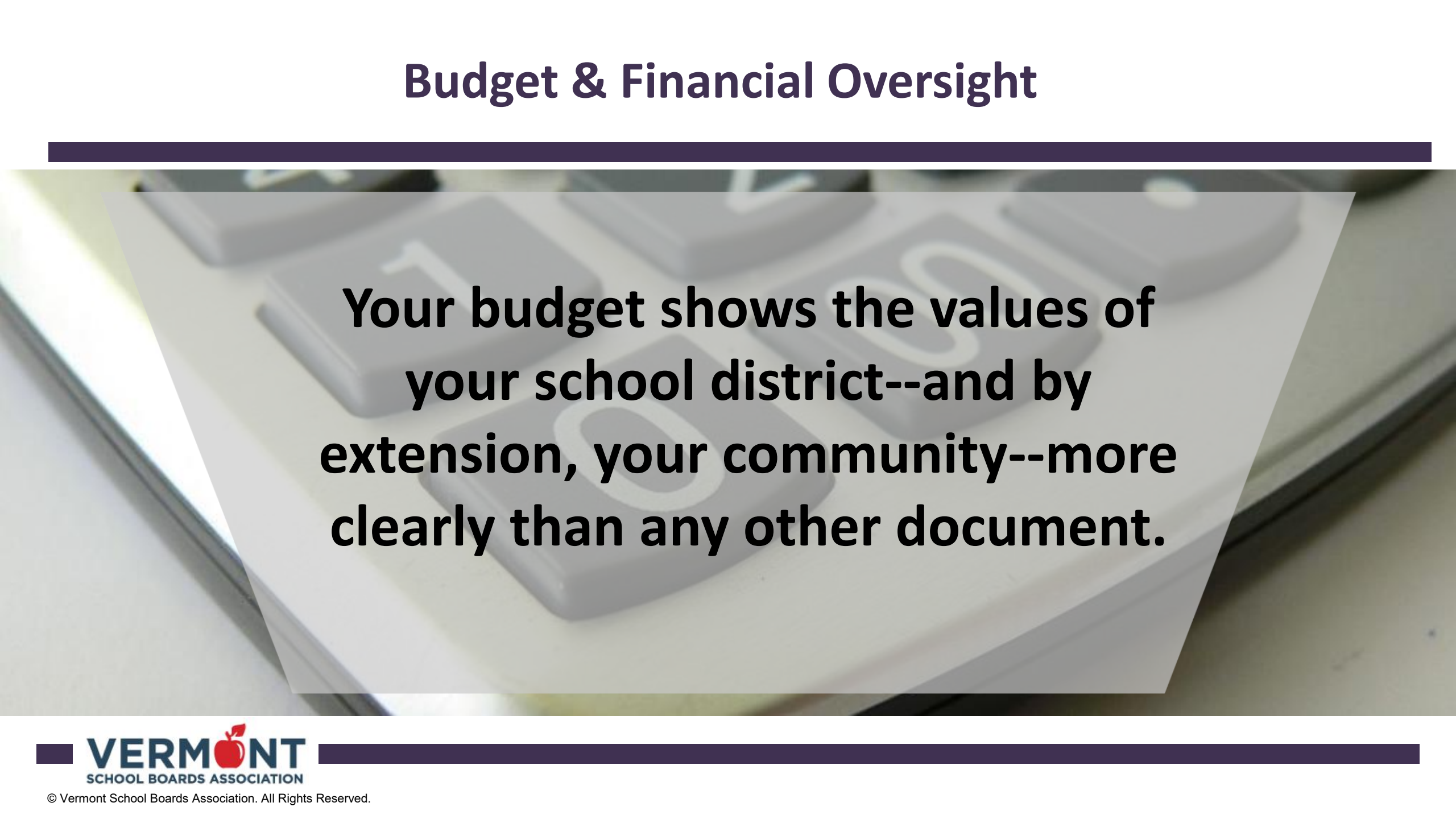
Monitor Progress



Effective & Ethical  
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# Budget & Financial Oversight

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**Your budget shows the values of  
your school district--and by  
extension, your community--more  
clearly than any other document.**

# Essential Work: Monitor Progress



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Effective & Ethical  
Operations

# Monitor: Multiple Tasks

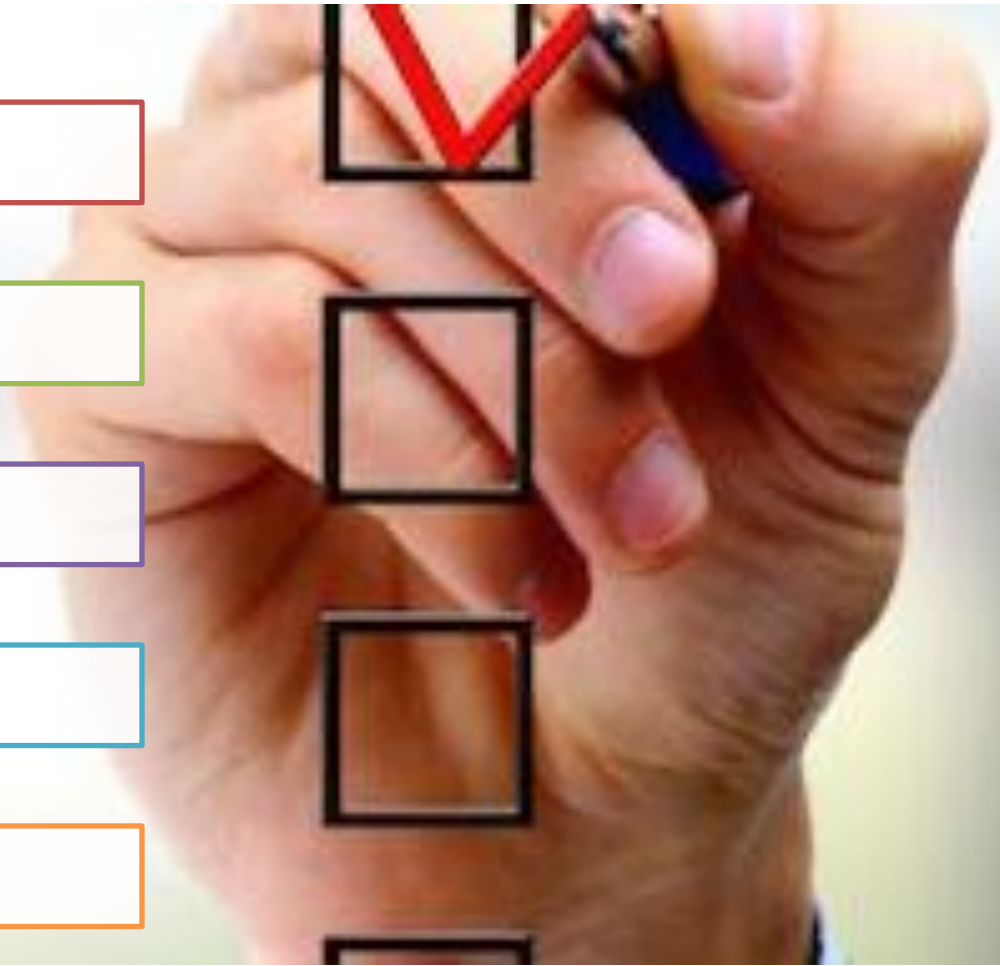
Student Outcomes

Superintendent Review

Policy Review

Financial Oversight

Revisit Vision Statement





# Essential Work: Effective & Ethical Operations



Engage the Community  
& Establish a Vision



Adopt Policy



Board & Superintendent  
Partnership



Develop a Budget &  
Assure Financial Oversight



Monitor Progress



Effective & Ethical  
Operations

# Effective and Ethical Operations: Guidelines

## School Boards Do Not Operate Schools

- They assure that schools are well run

## Board members

- Recognize validity of board decisions even if they don't agree with them
- Have no legal powers outside of the board
- Maintain confidentiality of executive session
- Avoid actual or perceived conflict of interest

# Essential Work



**Engage the Community  
& Establish a Vision**



**Adopt Policy**



**Board & Superintendent  
Partnership**



**Develop a Budget &  
Assure Financial Oversight**



**Monitor Progress**



**Effective & Ethical  
Operations**

# Eligibility for Election to a School Board

A legal voter in a school district shall be eligible for election to a school board.

However, a person is **not eligible** to hold the office of school director if they are:

- Under the age of 18.
- Not a resident in the school district in which they are seeking office.
- Regularly employed by the supervisory union they serve or by a school district within the supervisory union.
- A resident of an unorganized town, grant, or gore.
- The holder of a simultaneous position as an auditor, first constable, collector of taxes, town treasurer, town agent or town manager. \*
- Married to the town auditor. \*

\* If a school district prepares and reports its budget independently from the budget of the town and the school district is audited by an independent public accountant, a school director or spouse of a school director is eligible to hold office as auditor, town treasurer, or assistant town treasurer.



# How to Become a Candidate

## Australian Ballot Districts

### Step One

Visit the Secretary of State Office's Election Division [Information for Candidates - Local Office](https://sos.vermont.gov/elections/election-info-resources/candidates/local-office-candidates/)  
[vermont.gov](https://sos.vermont.gov/elections/election-info-resources/candidates/local-office-candidates/) to download a "Consent of Candidate" form and a blank petition  
(<https://sos.vermont.gov/elections/election-info-resources/candidates/local-office-candidates/>)

### Step Two

Fill out the "Consent of Candidate" form

### Step Three

Collect the required signatures on your petition from registered voters in your district

1. Town school district: lesser of 30 signatures or one percent (1%) of the legal voters
2. Unified union, union elementary, and union high school districts using either the modified at-large or at-large representation model: lesser of 60 signatures or one percent (1%) of the legal voters in the district.

All petitions are due to the municipal clerk by **5:00 p.m. on Monday, January 26, 2026**

# How to Become a Candidate?

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## Town Meeting Districts

Candidates are nominated from the floor at the Town Meeting.

# Our Panel





# VSBA Supports School Boards

## Phone and Email Consultation

## Ongoing Training and Conferences

- Live Workshops
- Webinars
- Regional Meetings
- Annual Conference

## Meeting Planning and Facilitation

## Regular Email Updates

## Website

- [www.vtvsb.org](http://www.vtvsb.org)

## Consultation Services

- Superintendent Search
- Superintendent Evaluation
- Strategic Planning
- Policy Governance
- District Consolidation Implementation
- Vermont Education Policy

## Collective Bargaining Supports

- District negotiation website compilation
- Open Meeting Law
- Master Agreement Database
- Training and Consulting

## Publications

- Vermont Education Law Book
- Member Newsletters





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*Great Governance, Excellent Education, Strong Communities*