

WALLINGFORD- SWARTHMORE SCHOOL DISTRICT

SECTION: LOCAL BOARD PROCEDURES

TITLE: OBJECTIVES

ADOPTED: January 22, 2001

REVISED: October 27, 2014

000. OBJECTIVES

The Wallingford-Swarthmore School District has basic responsibilities to the general community, and particularly to the students. The Board of School Directors has an obligation to define objectives and policy which will guide the administration in the day-to-day tasks associated with the operation of the school system.

It is the desire of the Board of School Directors that this manual be a useful and current document which is consistent with the needs and interests of the district. To this end, it shall be made widely available to all district employees and to residents, including students. Also, and most important, it shall be reviewed and amended to reflect current needs on a minimum frequency of every three (3) years. Changes of objectives or policy which are suggested by any responsible group or individual within the community shall be given fair and serious consideration.

Instruction

- Help every student to acquire, to the fullest extent possible, mastery of the basic skills in the use of words and numbers (reading, languages, math, science).
- Prepare every student for a useful, fruitful role in later life (vocational training, academic training, family and consumer science, industrial arts).
- Prepare every student to develop self-understanding and understanding of others (social science, health, physical education, art, music).
- Prepare every student for a world of rapid change in which continuing education throughout adult life should be a normal expectation.

Citizenship

Each child should learn the history of the nation, understand its system of government and economics and acquire the values and attitudes necessary for responsible citizenship. Achievement of this objective requires giving the maximum degree of self-determination and self-governing which is consistent with the age and

	<p>level of development of the student. Instruction in the classroom must be consistent with this objective, but most important, the overall thrust of the educational system must emphasize it, be built around it and keep it as a major objective.</p> <p><u>Community Relations</u></p> <p>The school district recognizes that it is a major force in community relations. Our goal is to make this force a positive one to achieve harmony and understanding within our community. Our children meet and mingle with each other and are formed by the experiences which they undergo in the schools. The various segments of the community have the opportunity to exchange thoughts, understand one another and to work together, starting in the school environment and continuing on through adult life. Classroom instruction, extracurricular activities, parent/guardian and teacher actions, positive administrative actions, and community participation are all required to achieve this objective.</p> <p><u>Personnel</u></p> <p>The following personnel administration objectives are set forth by the Board of School Directors:</p> <ul style="list-style-type: none"> a. Provide a fair and equitable wage and fringe benefit package for all employees, consistent with the market in this area. Only by so doing can we attract and keep competent personnel in all positions. b. Provide a work atmosphere which will encourage our employees to put forth their best efforts on their jobs. This entails appropriate grievance procedures, working conditions, promotional opportunities, and within reasonable limits, freedom to innovate and express themselves in their jobs. c. Maintain clear organizational lines of authority (organization charts) and job descriptions so that employees understand their duties and the responsibilities and relationships with others. d. Evaluate the performance of each employee annually. e. Establish guidelines on personnel staffing levels which relate to the total student enrollment and which recognize the needs of our instructional program. f. Actively pursue all avenues to upgrade our personnel through effective inservice training and through encouragement of outside training.
Pol. 104, 348	
Pol. 008	
Pol. 312, 313	
Pol. 310	
Pol. 333	

<p>Pol. 701</p>	<p><u>Physical Plant</u></p> <p>The Board of School Directors recognizes that the physical plant has a strong bearing on the educational process. Further, the financial investment in the physical plant acquisition and maintenance represents a very significant element of our budget. Thus, it is mandatory that our facilities planning be maintained current. A ten-year plan will be prepared forecasting school enrollment, classroom and other space requirements and these forecasts plotted against currently available space in each school building.</p>
<p>Pol. 704</p>	<p>Major maintenance of the plant shall be a regular budget consideration, over and beyond the day-to-day and month-to-month repairs. Proper forecasting and budgeting of these major renovations can save substantial sums in the long run and prevent costly emergency borrowing actions.</p>
<p>Pol. 601</p>	<p><u>Fiscal Prudence</u></p> <p>The goal of the Board of School Directors is to set guidelines for the district administration which will emphasize our concern for proper business operation and permit reasonable latitude to achieve sound, prudent fiscal management. We should keep always in our minds the fact that this district spends a very substantial segment of all tax monies paid by the residents of the district and we owe the taxpayers a well-managed district.</p>
<p>Pol. 610, 611, 612</p>	<ul style="list-style-type: none"> • Salaries are the largest single expense. Duplication of jobs, overlap and inefficiency in task assignments and excess supervisory personnel must not be condoned. • Purchases of services, supplies and goods will be made by proper business procedures involving competitive bidding, as required by law, and whenever feasible on other occasions. • Plant acquisition and maintenance shall be governed by sound business practice. This is covered in detail under Physical Plant. • The administration shall make every effort to obtain all properly available supplementary funds from state, federal and other sources to augment the basic local tax revenues. • The Board, through its solicitor, shall endeavor to obtain fair and equitable assessments on all taxable properties within the district. Court action shall be pursued when advisable.

000. OBJECTIVES - Pg. 4

<p>Pol. 602, 603, 604</p>	<ul style="list-style-type: none">• The administration will prepare and the Board will make public, preliminary/proposed budgets each year, in accordance with required timelines, to allow interested community members to review and comment. <p>References:</p> <p>Board Policy – 008, 104, 310, 312, 313, 333, 348, 601, 602, 603, 604, 610, 611, 612, 701, 704</p>
---------------------------	---