**BOARD MEETINGS**

Q: How often does the Board meet?
A: As a rule, the Board meets twice a month, on Wednesdays. The Board convenes at 6:15 for the purposes of entering into Executive Session. The public session begins at 7:30. Special meetings may also be called as needed. To find out the schedule and locations of upcoming meetings, visit our website at www.glencove.k12.ny.us or call district administration at 516-801-7001.

Q: What happens during public session?
A: Public session can include reports from various Board Committees, scheduled presentations from various staff or students, and updates on projects. Time is set aside for public participation during which members of the audience may address the Board, both on agenda items and other topics. Official business is also conducted during the public meeting where district administration proposes resolutions for the Board to vote on, such as personnel actions and financial matters.

Q: What happens in Executive Session?
A: New York State Education Law and Board Policy prohibit public discussion of certain topics in public session in an effort to protect individual privacy. These topics may only be discussed in Executive Session:

- Public safety
- Current or future investigations
- Proposed, pending, or current litigation
- Collective negotiations pursuant to article 14 of the Civil Service Law
- Matters pertaining to specific personnel
- Matters pertaining to a specific student
- Any other matter, which if discussed in public compromises the district’s ability to conduct business effectively

Q: How do I find out what will be discussed at upcoming Board meetings?
A: Agendas for upcoming meetings are posted on our website five days prior to the next meeting.

**FREQUENTLY ASKED QUESTIONS**

Q: How do I find out about decisions the Board has made?
A: The best way to find out what the Board is working on and discussing is to attend meetings. Another good way is to stream the meetings live from our website (GCTV Livestream) or watch the recordings of meetings at your leisure. In addition, all decisions made by the Board of Education are matters of public record and may be reviewed upon request in the District Office.

Q: What should I do if I have an issue I would like addressed? What is the “Chain of Command” and what purpose does it serve in resolving problems?
A: The best quickest way to address problems is to speak first with the staff member involved and with the building principal. If the problem has not been satisfactorily resolved in a reasonable amount of time, contact the Superintendent of Schools. After all those avenues have been exhausted, contact the Board at GCBOE@glencove.k12.ny.us or by phone at 516-801-7015. If this procedure is not followed, the Board may not have enough information to act and it could take a long time to gather the information needed to resolve your issue.

Q: Do I have to talk to the whole Board? Why can’t one member just solve my problem?
A: The Board can only act as a collective body and only if a majority of members are present. Individually, Board members are individual citizens just like you and don’t have the authority to individually conduct Board or district business.

Q: I don’t understand why the Board made a particular decision.
A: Board members are elected to represent the interests of the entire District and all its constituencies, now and in the future. Sometimes that requires taking a longer-term view which may be unpopular. Particularly in confidential matters, the public may not have all the information and the Board may not be in a position to discuss the details.
We Welcome Your Participation!

Community involvement leads to better schools. We encourage an open discussion of topics relating to our district. Each meeting will include an opportunity for members of the community to address the Board. In order to ensure that all community members have an opportunity to speak, speaking time will be limited. If the issue you’d like to address relates to a specific student, please address the Board outside of the public meeting. The Board cannot discuss individual students in public session.

For lengthier comments or questions, please use the form below or contact the Board at: GCBOE@glen Cove.k12.ny.us

First and Last Name: ____________________________
Address: ______________________________________
Telephone #: ________________________________
Email: _________________________________________

Board of Education Overview

The Board of Education is a policy-making body. All actions of the Board are made within the confines of the laws of New York State, the federal government and the Regulations of the Commissioner of Education.

The Glen Cove Board of Education shapes policy and oversees the educational program for the Glen Cove public school system. It is comprised of seven non-salaried trustees who must be registered voters and have lived in Glen Cove for at least one year. Terms of office are staggered so that each year at least one Board seat comes up for election.

Actions taken by the Board include: approval of budget and expenditures, personnel appointments, and a variety of items related to the operations of the district and the determination of educational goals and standards. Actions can only be taken when a majority of the Board members (quorum) is present. Official Board of Education minutes are available on our website:

www.glen cove.k12.ny.us

THE BOARD’S FUNCTION

SETTING POLICY

The main function of the Glen Cove Board of Education is to set policy for the school district. Although New York State Education Law governs the operation of the school district, the local Board of Education retains the right to establish policy to govern its schools within the framework of the law. Policy is your School Board’s single most important function. Policies are the means by which a School Board leads and governs its school district. Policies form the bylaws and rules for the governance of the district and serve as the standards to which the Board, administration and students are held accountable (from New York State School Boards Association). As the chief executive officer of the district, the Superintendent of Schools is charged with implementing that policy. Day to day operation of the district is the function of the administrators, under the direction of the Superintendent.

OVERSEEING FINANCES

Finances are also a major responsibility of the Board. It oversees all financial matters, setting budgetary priorities, reviewing revenue and expenditure projections, checking financial warrants and fund balances monthly.

The Board of Education is responsible for submitting a budget, which is then put before the citizens of Glen Cove for a public vote, held in May. If the budget is approved by registered voters, a spending plan would then be in place for the following school year. If the budget is defeated by the voters, the Board of Education may do one of the following: resubmit the budget as is for a new vote; adjust the budget and then resubmit it to voters; or declare an austerity budget.

PERSONNEL MATTERS

Personnel is another important aspect of the Board’s role. It is solely responsible for the selection and evaluation of the Superintendent, and must approve all other personnel actions, upon the recommendation of the Superintendent.