



A MESSAGE FROM THE SCHOOL BOARD PRESIDENT JANUARY 2024

On behalf of the Pacifica School Board, thank you for entrusting us to serve the children and families of our exceptional school community. It is our honor and privilege to work alongside Superintendent Dr. Williams, teachers, staff, and administration, who work tirelessly to ensure that our children are receiving the highest quality education in a safe and secure environment. At its core, the school board is our most basic example of citizen governance. We exercise the responsibility entrusted to us at duly noticed meetings per California's open meetings laws, commonly known as "The Brown Act" (Gov. Code sections 54950-54963).

ROLE OF THE SCHOOL BOARD (CALIFORNIA SCHOOL BOARD ASSOCIATION)

Citizen oversight of local government is the cornerstone of democracy in the United States. School board members are locally elected public officials entrusted with governing a community's public schools. The role of the school board is to ensure that school districts are responsive to the values, beliefs and priorities of their communities. Boards fulfill this role by performing five major responsibilities:

- Setting direction
- Establishing an effective and efficient structure
- Providing support
- Ensuring accountability
- Providing community leadership as advocates for children, the school district and public schools

These five responsibilities represent core functions that are so fundamental to a school system's accountability to the public that they can only be performed by an elected governing body. Authority is granted to the board as a whole, not each member individually. Therefore, board members fulfill these responsibilities by working together as a governance team with the superintendent to make decisions that will best serve all the students in the community.

CHAIN OF COMMAND

The Pacifica School District (PSD) desires to respond to stakeholders' concerns and/or questions as quickly and effectively as possible. The "Chain of Command" refers to communication levels of authority in the school district. The Chain of Command provides stakeholders at all levels with a person they may ask questions or report complaints. The value of having an established Chain of Command is an efficient tool that provides a roadmap when reporting concerns or communicating with school staff members.

Chain of Command Order:

1st-Teacher

2nd-Principal

3rd-District Level Administrative (Special Ed., Student Services, HR, Facilities, etc)

4th- Superintendent

5th-School Board Trustees

FREQUENTLY ASKED QUESTIONS:

- **Why can't I start right at the top with the School Board like I do with other organizations?** *The school board trustees must be able to make an impartial judgment in the concern brought to the board for consideration. It is the school board's legal obligation to be the judge and jury. This means the school district has a legal obligation to provide due process for both students and employees. If the school board members are prejudiced against an employee or student, have prior knowledge, or have made a judgment, then the employee or student will not get a fair process and the concern could be dismissed. School Board trustees will only review concerns that are unresolved after completing the complaint process.*
- **Why is using this multilayered problem- solving process important?** *The School Board is purposefully the last link in the chain or roadmap. By law, the School Board becomes the Judge and Jury for unresolved complaints that come before them. Thus, it is important to begin the process at the lowest level. Many questions are quickly and completely answered by communicating directly with the teacher or principal.*
- **Where do I begin the process if I have a concern?** *Many questions are quickly and completely answered by communicating directly with the teacher or principal. Each situation is different. Below is the Chain of Command to report issue.*

TRUSTEE SCHOOL ASSIGNMENTS AND EMAIL ADDRESSES:

Trustee Villalobos- Ortega

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Sincerely,

Laverne Villalobos

Pacifica School Board President