



**ARKANSAS SCHOOL BOARDS ASSOCIATION**  
**2016-2017 ASBA School Board of Excellence in Leadership Award**

This award seeks to recognize school boards whose dedication and ethical service have made a positive impact on the students in their district. Districts will be chosen based on evidence from each of the following eight (8) criteria:

1. The board's support for educational performance
2. Support for educational improvement projects
3. Commitment to a code of ethics
4. Maintenance of harmonious and supportive relationships among members of the board
5. Functions as a policy-making body with adherence to adopted policies
6. Provision of financial support for the school system
7. Participation in workshops and other performance improvement programs
8. Public relations efforts, including community awareness

Two awards may be bestowed each year:

- ✓ 1 school district under student enrollment of 900
- ✓ 1 school district above student enrollment of 900

Each award will be based upon a board's performance over the school year immediately prior to the year in which the award is granted.

### **Procedures**

Any current public school district superintendent or board member may nominate his/her school board by collecting and submitting data supportive of the criteria.

Materials submitted shall adhere to the following guidelines:

1. All entries must be submitted both:
  - a. electronically AND,
  - b. in print (1 copy - limited to one binder, folder, or notebook).
2. Total number of pages shall not exceed 60, 8.5 x 11-inch pages, **excluding cover page, title and section divider pages.**
3. No oversized materials will be accepted.
4. A **NOMINATION FORM** (see final page of this document) shall be the beginning page of the submission.

5. Individual member biographies, including pictures, shall be limited to one half-page per member.
6. Publication samples, such as newsletters, shall be counted as one page if attached to a page or submitted in a sleeve or pocket.
7. Presentations should be divided into eight (8) sections, one for each corresponding criterion, in the order listed in the first paragraph of this document.
8. No audiovisual materials, such as videotapes or slides, will be accepted.

All entries are to be submitted by mail or in person to:

Arkansas School Boards Association  
 Attn: Dr. Anne Butcher, Board Development Director  
 523 South Ringo Street  
 PO Box 165460  
 Little Rock, AR 72216  
 Phone: 501-492-4814  
 Email: [abutcher@arsba.org](mailto:abutcher@arsba.org)

### **Calendar for Submissions/Selection**

- August 1<sup>st</sup> - October 31<sup>st</sup> – District submissions may be submitted to ASBA
- No later than November 17 – ASBA Awards Committee selects winning boards
- December ASBA Annual Conference – ASBA School Board of Excellence Award winner(s) named and recognized

Once the submission deadline has passed, the ASBA Board Development Director will arrange for a “blind” assessment of district submissions by an Awards Committee of six (6) ASBA board members who will make the final determination of winners.

- ✓ No member of the committee may be from a school whose board is being considered.
- ✓ No board may repeat as an ASBA School Board of Excellence Award winner more than once every 5 years.
- ✓ Named members of the winning boards will be those serving at the time the nomination was submitted for consideration.

### **Criteria for Selection**

The following criteria serve as the basis for selection of the ASBA School Board of Excellence Award. Each criterion is followed by examples of documentation and materials that boards may submit as evidence of their role supporting that criterion. This is a “suggested” list and therefore may be expanded to include other documentation and materials as is deemed relevant and appropriate. The number in parenthesis following each criterion indicates the maximum possible points for that criterion.

1. Support for educational performance in accordance with state-established standards (30)
  - a copy of your district's most current state accountability ratings and a copy of your district's most current Arkansas Academic Performance Reports along with any other descriptive data that profiles student performance, including gains in student performance

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- evidence of board support for programs that contribute to high performance at district and campus levels
  - examples of recognition received for educational performance
  - trends in student performance and evidence of support for efforts directed at correcting deficiencies in student performance
2. Support for educational improvement projects and school transformation initiatives (40)
- evidence of strategic planning process and its outcome
  - approval of long-range plans for curriculum design and revisions and other phases of the academic program
  - evidence of technology integrated into the learning process
  - support for innovative programs initiated by the district
  - evidence of student engagement and exemplary student performance
  - individual board member support for the school district and dedication to duty
  - support for bond elections, facility planning, and other district improvement plans
  - support of potentially controversial actions when those actions are clearly to the benefit of the district and its children
3. Commitment to a code of ethics (20)
- copy of the board's code of ethics
  - evidence of ethical practices adhered to in dealing with the professional staff both collectively and individually
  - evidence of ethical considerations in dealing with professional contracts, grievances, and dismissal procedures
  - examples of placing dedication to the school system above special favors and policy exceptions
  - demonstrations of commitment on the part of each board member to the code of ethics adopted by the board of directors of the Arkansas School Boards Association ([http://arsba.org/wp-content/uploads/2015/07/Code\\_of\\_Ethics.pdf](http://arsba.org/wp-content/uploads/2015/07/Code_of_Ethics.pdf)), or a code of ethics developed and adopted by the board itself
4. Maintenance of harmonious and supportive relationships among board members (20)
- statements from individual board members and news media personnel testifying to the harmonious working relationship among board members
  - indications of unified action by the board, including evidence of effective resolution of differences
5. Functions as a policy-making body with adherence to adopted policies (40)
- policies established or revised by the board in the last two years
  - evaluation time and support allowed for new board policies prior to making judgments and alterations
  - active school board support for the superintendent and other school personnel in carrying out policies
  - input from professional staff and/or patrons into the policy-making process
  - formal procedures for initiating, adopting, or changing board policies

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- frequency of policy review, including last date of review and revision
  - procedure for updating and maintaining policy book
  - board decisions based on policy statements that have been implemented when such action was opposed by others
  - availability of board policies to district personnel and the community
6. Provision of financial support for the school system (10)
- statement showing total taxable base of district; district millage rate; average expenditure per child in the district; adequacy of facilities, educational programs, and employee salaries and benefits; and efforts being made to finance schools
  - evidence of efficient business management practices
  - trends indicating financial support for educational programs
7. Participation in ASBA workshops and performance improvement programs (20)
- association membership and participation in ASBA
  - encouragement of professional staff to participate in activities designed to improve performance
  - specific workshops, conventions, or other ASBA training programs board members have attended in recent years, including evidence of completion of required board member training
  - support of professional development opportunities for the superintendent
8. Public relations efforts, including community awareness (20)
- copies of newsletters or news clippings illustrating the school district's efforts to convey information on procedure and policy to the community
  - samples of publications aimed at informing the community about the board and the district, as well as actions affecting local public schools
  - evidence of efforts to obtain community input and engagement in decision making

Additionally, ASBA and members of the committee may seek input thorough the use of phone and face-to-face interviews, observations, and credible media sources to confirm and/or expand the information presented in the application.

## QUESTIONS?

If you have questions regarding the ASBA School Board of Excellence in Leadership Award or the process for making application, please contact Dr. Anne Butcher, ASBA Board Development Director, at 501-492-4814 or via email at [abutcher@arsba.org](mailto:abutcher@arsba.org).



**2016-2017 ASBA School Board of Excellence in Leadership Award  
NOMINATION FORM**

My district enrollment is \_\_\_\_ less than 900 \_\_\_\_ more than 900.

School Board \_\_\_\_\_

List of Current Members on the School Board (include name and length of service for each member):

Name of Superintendent \_\_\_\_\_

**Person(s) Making Nomination:**

Name \_\_\_\_\_

MAILING Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Position: \_\_\_\_ School Board President \_\_\_\_ Superintendent

\_\_\_\_ Board Member \_\_\_\_ Other

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**ARKANSAS SCHOOL BOARDS ASSOCIATION**  
**2016-2017 ASBA School Board of Excellence in Leadership Award**  
**INDIVIDUAL DISTRICT SCORING SHEET**

District: \_\_\_\_\_

Please score each category, based on the 8 criteria. Possible points are in parentheses. Once completed, add the total points and place in the space at the bottom.

1) The board's support for educational performance (30)  
 Points awarded \_\_\_\_\_

2) Support for educational improvement projects (40)  
 Points awarded \_\_\_\_\_

3) Commitment to a code of ethics (20)  
 Points awarded \_\_\_\_\_

4) Maintenance of harmonious and supportive relationships among members of the board (20)  
 Points awarded \_\_\_\_\_

5) Functions as a policy-making body with adherence to adopted policies (40)  
 Points awarded \_\_\_\_\_

6) Provision of financial support for the school system (10)  
 Points awarded \_\_\_\_\_

7) Participation in workshops and other performance improvement programs (20)  
 Points awarded \_\_\_\_\_

8) Public relations efforts, including community awareness (20)  
 Points awarded \_\_\_\_\_

**TOTAL SCORE** \_\_\_\_\_