



Adult School Board Workshop Case Study F

- I. Introduction to School Board (15 minutes)
 - i. School Board roles & responsibilities
 1. To represent the concerns of the citizens, taxpayers and parents to the school administrators, and to represent the needs of the students and school district to the citizens, taxpayers and parents of the community.
 2. Sets the policies, goals and objectives for the district – and it holds the superintendent responsible for implementing the policies and achieving the goals.
 3. Specific goals (see page 2 of Who Does What in Public School Governance)
 - ii. Superintendent role & responsibilities
 1. implementing the policies and achieving the goals of the school board (see page 3 of Who Does What in Public School Governance)
 - iii. How School Boards and Superintendents work together (page 4 of Who Does What in Public School Governance)
 - iv. Review NJ School Board Member Code of Ethics
 - b. Chain of command for school related issues
 - i. Process – steps from beginning to end
 1. Teacher
 2. Principal
 3. School Board (if not resolved at the other levels)
 - c. School Board Meetings
 - i. Who can attend
 - ii. Who can speak
 - iii. How to get on the agenda
- II. Introduction to case studies (5 minutes)
 - iv. Case studies are designed to help workshop participants understand how to navigate **school boards in general**.
- d. Each group will determine how to resolve the issue. More specifically, they will:
 - i. Outline each step in the process
 - ii. Determine who to consult within the government to resolve the issue
 - iii. Determine relevant documents needed and how to make them work

III. Case Study workshop (20 minutes)

Case Study F – Creating a Student Peer to Peer Support Group for the district

Town Name: City of Beachman

School District: Beachman School District includes 5 high schools

Scenario:

In recent years, the district has observed an increase in reported cases of anxiety, depression, and other mental health challenges among high school students. This trend has heightened the need for accessible, student-centered support mechanisms within the school community. Traditional counseling services, while valuable, often face limitations in availability and may not fully address the comfort and relatability some students seek when discussing sensitive topics. Establishing a peer-to-peer support group creates a space where students can connect with others facing similar issues, fostering a sense of belonging and mutual understanding. By empowering students to support one another, the group would address the growing demand for mental health resources and promote overall student well-being. Therefore, a group of concerned parents would like to create the peer to peer group, feeling that students would benefit from a safe, student-led space where they can discuss personal challenges, share experiences, and support each other. The peer-to-peer support group would be open to students from all five high schools in the district.

Workshop Task

You are part of a group of concerned citizens tasked with helping these parents bring their idea to life. Your goal is to map out the steps needed to gain school board approval.

Understand the School Board Process:

- Research how items are added to the district school board agenda.
- Identify who (e.g., parent, staff, principal) can request to present at a board meeting.
- Determine what forms, proposals, or background information need to be submitted in advance.

Develop a Proposal:

- Outline the purpose and goals of the peer support group.
- Estimate the necessary resources (e.g., funding, space, staff advisors, training).



- Highlight the benefits for students and the school community.

Engage Stakeholders:

- Identify key supporters (e.g., school counselors, teachers, student leaders).
- Gather letters of support or endorsements.

Prepare for the Presentation:

- Assign presenters and rehearse the presentation for the school board.
- Anticipate questions or concerns from board members (e.g., supervision, privacy, sustainability).

Follow Up:

- Understand the timeline for board decisions.
- Prepare to respond to any requests for additional information or revisions to the proposal.

Discussion Questions for Workshop Attendees

- What is the most effective way to get on the school board agenda in this district?
- How can you build support among administrators, staff, and students?