

## **CLARK COUNTY SCHOOL DISTRICT BOARD OF SCHOOL TRUSTEES OFFICE**

### **MISSION STATEMENT**

The school board office is a place where exceeding the expectations of the trustees and our customers is our highest mission. The board office team is dedicated to providing quality, professional services and to treating our customers and each other with respect and honor.

The board office supports the CCSD Board of Trustees in serving the public by providing the services necessary to promote the board's mission that, "Clark County School District students will have the knowledge, skills, attitudes, and ethics necessary to succeed academically and will practice responsible citizenship." The board office performs a multitude of functions including, but not limited to:

1. Trustee Relations – coordinate public meetings, board agendas and minutes; constituent affairs and correspondence; trustee communications including monthly newsletters; and trustee scheduling/calendaring.
2. Public Engagement Initiatives – organize monthly Parent Advisory Committee (PAC) meetings; facilitate the planning and implementation of Community Linkage meetings throughout Clark County.
3. Policy Governance® - research and draft governance policies; facilitate policy discussions amongst trustees and staff; and implement the governance model. The board office strives to provide excellent customer service by creating an atmosphere that values and serves all customers in a friendly, timely, and efficient manner, always placing children first.