

South San Antonio Independent School District  
Board of Managers  
Job Description

**MISSION:**

The Board of Managers will improve outcomes for South San Antonio Independent School District (ISD) students by representing the community's vision and values and providing oversight of the superintendent's management of the school district.

**POSITION OVERVIEW:**

As the governing board for the school district, the South San Antonio ISD Board of Managers has a rare opportunity to improve outcomes for students served by the school district. The core purpose of the Board of Managers is to improve student outcomes by representing the vision and values of the South San Antonio ISD community, where every South San Antonio ISD student is to be prepared for college, career, or the military in a manner that is equitable, transparent, and efficient. Through performance management practices, data-informed routines, and authentic stakeholder engagement, the Board of Managers oversees the superintendent's management of the school district to ensure that the community's vision and values are being honored and students are being well-served. The appointed Board of Managers will temporarily replace the elected Board of Trustees, and the Board of Managers will assume all powers and authority previously held by the Board of Trustees.

In addition, the Board of Managers supports the suspended Board of Trustees by modeling effective board practices. Once the district's governance structures are restored and serving the district well, the suspended Board of Trustees will be phased back into full authority and, on day one, be fully prepared to be intensely focused on improving student outcomes.

**NOTE:** *Per the September 22, 2023, executed agreed order between the Texas Education Agency (TEA) and the South San Antonio ISD, the Commissioner of Education has the sole discretion to appoint a Board of Managers to exercise the powers and duties of the South San Antonio ISD Board of Trustees if determined appropriate. The Commissioner has not made a final decision and will evaluate the South San Antonio Board of Trustees' performance over the last year before issuing a final decision. To ensure that TEA is prepared to support the community should the Commissioner decide to appoint a Board of Managers, the TEA Division of Governance Interventions is initiating a process to recruit prospective members for a Board of Managers.*

**ESSENTIAL FUNCTIONS:**

- **Goal Setting and Monitoring:** With a data-driven and stakeholder-informed approach, oversee and support the superintendent's management of the district to ensure adherence to the community's vision and values, and hold the superintendent accountable for improving student outcomes.
- **Stakeholder Engagement:** Proactively create opportunities to authentically engage community members, seeking their reflections and input on the vision and values of the community.
- **Superintendent Oversight:** Develop a superintendent evaluation tool that reflects the community's vision and values and aligns with the student outcome goals established as milestones for system performance.
- **Governance Systems:** Create systems that will ensure the smooth transition of governance back to the Board of Trustees and reflect best school board governance practices, including, but not limited to, structures for engaging with stakeholders, monitoring student performance, ensuring fidelity of work against the community's vision and values, and providing training to community members regarding effective governance practices.

## MINIMUM QUALIFICATION:

### Background:

- Meet standard statutory eligibility requirements for school board trustees ([See Board Policy BBA](#))
- Have not been convicted of a felony, a crime that involved finances/fraud/theft, or a crime that involved a child;
- Able to pass an FBI background check; and
- Will complete a conflict-of-interest disclosure twice annually.

### Time Commitment:

- ~30 hours per month for the first 6 months
  - Up to 6 hours per month for board meetings;
  - 20 hours per month in community listening, introduction, and planning sessions; and
  - Additional time in community meetings as needed
- ~15 hours per month thereafter
  - Up to 6 hours per month for board meetings and
  - Additional time in community meetings as needed

## QUALIFICATIONS:

The ideal Board of Managers has a diverse set of members with a broad cross-section of skills and backgrounds.

The Board of Managers must include members who:

- Believe that all South San Antonio ISD students can achieve at high levels and are able to succeed in college, career, or the military;
- Can create and engage in a collaborative, results-oriented team environment;
- Have a demonstrated capacity for collaboration and an even temperament;
- Possess the ability to think critically and solve new and dynamic governance problems;
- Have a desire to self-reflect, give/receive feedback, and continuously improve;
- Authentically engage stakeholders to leverage feedback for continuous improvement;
- Are skilled at co-constructing a compelling vision with stakeholders that motivates action;
- Bring a track record of performance and successful implementation across multiple concurrent projects;
- Are experienced applying change management theory, including successful implementation or adoption of systems-level changes;
- Have excellent written and verbal communication skills;
- Are willing and able to be on time and attend the entirety of all regularly scheduled board meetings;
- Have completed a Lone Star Governance 2-day workshop prior to panel interviews; and
- Are committed to learning and growing personally, especially as it pertains to knowledge of local school systems.

The Board of Managers should include some members who:

- Are currently parents of South San Antonio ISD students;
- Have some verifiable history of success in public education, preferably in the San Antonio area;
- Have some background as a parent leader, a teacher leader, or a neighborhood leader;
- Have demonstrated success in community leadership;
- Have diverse professional backgrounds relevant to school board governance (i.e., social work, counseling, psychology, business, finance, law); and
- Live throughout the South San Antonio ISD district boundaries.

In addition, the following characteristics or experiences would be disqualifying:

- Current employee of the district;
- Employed by or possess ownership interest in a vendor of the school district;
- Other business-related involvements with or conflicts of interest with South San Antonio ISD (through second degree of affinity and consanguinity)

## FINANCIAL COMPENSATION:

None