Board Operating Agreement

BOARD ROLES & RESPONSIBILITIES

1. To meet our students' needs, focus on governance: policy-making, strategic planning, budgeting and district performance.
2. Uphold the legal, compliance and confidentiality requirements on all matters arising from Board meetings and executive sessions.
3. The Chair's responsibilities include keeping members informed of relevant Board logistics and other topics between meetings and facilitating meetings in accordance with policy, and the procedural rules and norms of the Board.
4. The Board will act as supporters for the schools, the community, and the District, treating other Board members, the superintendent, staff, and the public with dignity and courtesy.
5. The Board will periodically review their own performance, evaluate the Superintendent annually, and track the progress of the district.

HOW WE OPERATE & MAKE DECISIONS

6. Meetings start and end on time. Members will arrive at least 15 minutes early to address any technical issues that may arise and members arrive prepared to fully participate. Attendance at all Board and Budget meetings is expected.
7. Agenda items are limited to matters actionable for the Board, support informed oversight of the District, and are aligned to Board goals and District strategic priorities.
8. Conduct business only at properly called meetings and support decisions with a one-Board voice.
9. The Board will have a clear definition of equity and use it as a lens in its decision making, emphasizing and elevating student voice.
10. Strive to ensure there are no surprises and conduct Board work with care and respect.

HOW WE COMMUNICATE

11. Communicate directly with the Superintendent when operational questions arise. The Board will approve information requests that allocate significant staff effort.
12. Board leadership will be responsive and ensure that members have equal and adequate information to be prepared for service in and outside the Boardroom.
13. The Chair responds to group emails sent to the Board. Thereafter, Board members may individually respond. Members will keep the Chair and Superintendent aware of emergent issues.
14. Board members will communicate with one another should an issue or problem develop between them.
15. Public comment is an important avenue for the community to provide information to help the Board make decisions and is not a public forum.
16. The Board will employ a variety of means of engaging the community.

Board Approved
10/11/23, 9/25/24, 9/10/25