



**Gresham-Barlow School District**  
**Board and Superintendent Working Agreements**  
*(Approved February 23, 2024)*

**PURPOSE:**

The Board of Directors is the educational policy making body for the Gresham-Barlow School Board. To effectively meet the system's challenges, the School Board and Superintendent must function together as a leadership team. To ensure unity among team members, effective group agreements must be in place. The following are the group agreements for the Board and Superintendent.

**COLLABORATIVE GOVERNANCE:**

1. Place the district's mission, vision, and goals above personal interests.
2. Respect the board's responsibility to establish policy and the superintendent's responsibility to manage the district.
3. Maintain appropriate confidentiality with district information.
4. Members of the Board and the Superintendent shall work together as a team; modeling lifelong learning and collaboration.
5. Board members shall give careful consideration, listening to all perspectives, to all issues brought to the board by individuals and district leadership.
6. The Board shall make decisions only at properly called meetings. Board members recognize that individual members have no authority to take action on behalf of the board.

**COMMUNICATION AGREEMENTS:**

1. Board members shall follow the chain-of-command and communicate directly with the Superintendent when a question arises, or a concern or complaint is voiced by a staff member, student, parent or community member.
2. Board Members shall communicate directly with the Superintendent or Board Chair prior to meetings of the board to address questions and/or concerns about agenda items.
3. Board members and the Superintendent shall communicate one-on-one, when an individual concern arises, with any member of the board-superintendent team as appropriate.

4. Board members will communicate directly with the superintendent whenever possible:
  - When a question, concern or complaint is voiced by a staff member, student, parent, community member or by an individual board member.
  - When a board member has a concern about the superintendent.
  - Prior to meetings of the board to address questions or concerns about agenda items, and when possible, at least one business day prior to the meeting.
  - When an individual board member requests district information and documents outside of the meeting.
5. The superintendent will communicate directly with the board:
  - In a regularly established scheduled communication process for information sharing.
  - When an individual board member requests information it shall be disseminated to all members of the board.
  - In anticipation of a major event or major media coverage.
  - When a serious incident involving staff, students, parents or community members occurs.
  - When the superintendent has concerns about an individual board member.
  - When requested to do so by a majority of the board.

Individual board members make statements as individuals. If a statement is made on behalf of the board, the designation of a spokesperson shall follow policy \_\_\_\_\_. If an individual response to constituents is made, the board member has the responsibility to make it clear they are speaking as an individual and not on behalf of the board.

The following expectations are to be a priority for the upcoming school year 2024-2025.

**BOARD EXPECTATIONS OF THE SUPERINTENDENT:**

- Create and/or sustain a district-wide climate of respect and inclusivity among students, staff, parents, and community members.
- Provide data to the board members so that data-driver decisions can be made.

**SUPERINTENDENT EXPECTATIONS OF THE BOARD:**

- Assistance in gaining acceptance and support in the community.
- Willingness to acknowledge and follow the chain of command of the school district.
- Willingness to share the success and failures of the school system with the superintendent.

WORKING AGREEMENT SIGNATURES:

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Kris G. Howatt  
Board of Directors, Chair

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James Hiu  
Superintendent

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Cathy Keathley  
Board of Directors, Vice-Chair

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Blake Petersen  
Board of Directors

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David Ligatich  
Board of Directors

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Holly Riegelmann  
Board of Directors

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Dra. Mayra L. Gómez  
Board of Directors

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Dr. Shawn Farrens  
Board of Directors