



# Consensus Decision-Making Protocol

- Step 1** Relevant proposal by a team member to the team for a consensus vote.
- Step 2** Call for proposal to be seconded by another team member in order to proceed to a consensus vote.
- Step 3** Clarifying questions about proposal, team member responds.
- Step 4** Call for vote on proposal.



**Thumbs Up = Yes**



**Thumbs Down = No**



**Thumbs Sideways = Yes With Reservations**

- Step 5** If consensus is achieved, team decision is recorded.  
If consensus is not achieved:
- Speak outs from Thumbs Down to find out what they would need to be able to live with the decision
  - Optional speak outs from Thumbs Sideways votes
  - Renegotiate proposal to accommodate objections
  - Second consensus vote on revised proposal
  - If consensus is achieved, team decision is recorded
- Step 6** If unable to achieve consensus, second speak out from No votes.
- Proposal fails, notes and vote count get recorded in agenda minutes.
- OR**
- Principal (or designated decision maker) makes the decision, informed by notes and vote count or decides alternative process for getting to a decision. Decision is recorded in the agenda minutes.