

Prospect Heights SD 23

Board Agreements

May 10, 2025 (reviewed)

Concerns from the community and staff (“Customer” concerns)

- Board members will listen carefully, remembering they are only hearing one side of the story.
- Board members will then direct that person to the person in the district most appropriate (Chain of Command) who is able to help them resolve their concern.
- Board members handling concerns in this manner will clarify that one board member has no individual authority to fix a problem.
- Board members will call the superintendent if they think this is an issue of concern.

Speaking with one voice

- No individual board member other than the board president has the authority to act or speak on behalf of the board without the consent of the board.
- Board members have an obligation to express their opinions and respect others’ opinions.
- Board members understand the importance of speaking with one clear voice to both the superintendent and the community.
- Board members have the right to disagree with the decision of the board, but will support the board in its decision by abiding by the will of the majority.

Board President

- The board president will work collaboratively with the Superintendent and members to craft meeting agendas.
- The board president will contact individual board members to solicit feedback and determine if there are questions or needed clarification prior to the Board meeting.
- While “polling” of the Board may be necessary, whenever possible the Board prefers to hear directly from one another during an open meeting.
- The Board agrees to attend all meetings to the greatest extent possible and will notify the board president and Superintendent if they are unable to attend a meeting. Whenever possible and allowed by the Open meetings Act, remote participation will be facilitated.
- The Board agrees to continue to Live Stream Regular Open Meetings whenever possible.

Spokespersons to the media

- The board president is the spokesperson for the board to the media.
- The superintendent is the spokesperson for the district.

Also see Board/Superintendent Communication Expectations

Original date: Oct. 30, 2013, reviewed August 8, 2017, reviewed June 23, 2021, reviewed May 10, 2025