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TO: Board of Education  
FROM: Dr. McGill, Superintendent  
DATE: September 15, 2025  
RE: Board Agreements Final Draft

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### **BACKGROUND**

It is a common practice for boards to establish Board Agreements to highlight practices of board governance and behavior that are agreed upon by the entire board. This provides clarity and consistency for board members, the district, and the entire community.

### **SUMMARY**

The Benjamin School District 25 Board of Education has reviewed and discussed an initial draft of their Board Agreements at the Board Workshop held on July 14th, 2025. Suggestions were made during that discussion, and the second draft was reviewed and discussed at the board meeting on August 11, 2025.

### **RECOMMENDATION(S)**

I recommend that the Board of Education review and discuss the Final Draft of the Board Agreements for approval and adoption.



## **Board Agreements**

### **Behavioral expectations**

- Start with the common belief that everyone has good intentions.
- Create a welcome and safe environment for the productive exchange of ideas.
- Sincerely listen and seek to understand the viewpoints of others.
- Solve problems through a collaborative process where all participants support the decision and actively work toward its implementation.
- Focus on policy, superintendent oversight, and student outcomes, not the day-to-day management of the district.

### **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 principal or the superintendent to help them resolve their concern.
- Board members will clarify that one board member has no individual authority to fix a problem.
- Board members will call the superintendent if a community member reaches out to them with a concern that they believe merits follow-up by the superintendent or designee.
- The superintendent will contact the board member who requested follow-up information when appropriate.

### **Speaking with one voice**

- No individual board member other than the board president, per board policy, 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 general public.
- 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.

**Asking questions about items on upcoming meeting agendas**

- Whenever possible, board members will contact the superintendent with any questions on the agenda prior to the board meeting.
- Board members understand that although they are asking the question(s) prior to the meeting, they have a right to ask the question(s) at the meeting as well.
- When an individual board member receives information, it will be provided to all board members. ("One gets, all gets.")

**Visiting campuses**

- Board members who plan on visiting a school (unless it is for business related to their own child) will contact the superintendent prior to their visit.

**Communicating with the media**

- Per policy 8:10, The Board President is the official spokesperson for the Board of Education. The Superintendent is the District's chief spokesperson.
- Board members may state their personal opinion to the media, but will reinforce their support for the decision of the board and their willingness to abide by the will of the majority.

**Meeting with staff**

- Board members will include the superintendent in any meeting discussing district business with staff or people who do business with the district.
- The board president will meet, at least annually, with both the Superintendent and the designated association presidents.

**No surprises**

- No one (superintendent, board members, or community) gets surprised at any time – in the meeting or between meetings.
- The truth of no surprises is respect for all participants and the process.

**Closed session meetings**

- Board members respect the confidentiality of privileged information and will not divulge conversations, discussions, or deliberations that take place during a closed session meeting.
- Board members understand that to divulge closed session information not only damages the relationship of the team, but has the potential for far reaching consequences which may impact future district operations.

**Use of email/texts**

- In compliance with the Open Meetings Act, Board members will not “reply to all” to any district email.
- Board members will be judicious in their use of email and texts and understand that most emails and texts are subject to the Freedom of Information Act and as such can be made public.
- Follow Board Policy 2:140 and immediately share with the Superintendent any email communication the Board member receives from the public.

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| Written        | August 11, 2025    |
| Board Approved | September 15, 2025 |
| Reviewed       |                    |