

Work Session

Thursday, March 14, 2024 6:00 PM

District Administration Office, 3632 West 10th Street, The Dalles, Oregon
97058

1. **Call Work Session to Order**

Presenter: David
Jones, Chair

2. **District Mission / Vision Statement**

3. **Discussion Items:**

3.a. ***Review & Possibly Update the Board Operating
Protocols (as of May 2022)***

3.b. ***Review the Superintendent's annual evaluation
process and what to expect***

4. **Adjourn the Work Session**



North Wasco County School District 21

Board Operating Protocols

Re-adopted May 26th, 2022

For the purpose of enhancing teamwork among members of the board and between the board and the administration, we, the members of the School District Board of Directors and Superintendent do hereby publicly commit ourselves collectively and individually to the following operating protocol:

The Board and Superintendent shall:

- Dedicate their efforts toward the success of the students and staff of the District.
- Operate in a positive, honest and transparent manner.
- Treat others with dignity and respect.
- Represent the District throughout the community.

Follow the chain of command.

- Board acts only as a body. Individual board members do not have authority. Only the board as a whole has authority. We agree that an individual board member will not take unilateral action. The board chair will communicate the position(s) of the board on controversial issues. When board members serve on various school committees their role shall be defined by the board as silent observer or active participant.
- The last stop, not the first, will be the board. We agree to follow the chain of command and insist that others do so. While the board is eager to listen to its constituents and staff, each inquiry is to be referred to the person who can properly and expeditiously address the issue. Board requests that will likely require considerable time or have political implications are to be directed to the superintendent. All personnel complaints and criticisms received by the board or its individual members will be directed to the superintendent, unless the complaint is against the superintendent which should be referred to the Board Chair on behalf of the Board.

Communication.

- Communication between staff and the board is encouraged as long as it follows board policy. The board and superintendent recognize that 'good', 'timely', 'open' and 'constant' communication regarding school district issues is extremely important. We will strive to anticipate issues which may become important or are sensitive to our school district and district stakeholders.
 - Commit to District communication that promotes openness, understanding and inclusion of the diverse perspectives of the community.
 - Effectively and tactfully use a variety of communication tools (i.e., public appearances, email, telephone.)
 - Clearly indicate that he/she is voicing his or her individual opinion, and not speaking on behalf of the Board, if discussing areas for which there is no existing Board policy or with prior directions from the Board.
 - Don't spring surprises on other board members or the superintendent. Surprises to the board or the superintendent will be the exception, not the rule. There should be no surprises at a board meeting. We agree to ask the board chair or the superintendent to place an item on the agenda instead of bringing it up unexpectedly at the meeting.
- Use social media, websites, or other electronic communication judiciously, respectfully, and in a manner that does not violate Oregon's Public Meetings Laws and follows School Board Policies JFCEB: Personal Electronic Devices and Social Media and Policy GCAB: Personal Electronic Devices and Social Media.

- When posting online or to social media, Board members will treat and refer to other Board members, staff, students and the public with respect, and will not post confidential information about students, staff or district business and follows School Board Policies JFCEB: Personal Electronic Devices and Social Media and Policy GCAB: Personal Electronic Devices and Social Media.

Annually conduct a self-assessment/evaluation.

- The board will address its behavior by yearly self-evaluation and by addressing itself to any individual problems, such as poor meeting attendance or leaks of confidential information.

Clearly state goals.

- The board will set clear goals for itself and the superintendent. The board and superintendent will set clear goals for the District.

Own the collective decision making process.

- Once a decision is made by the Board it will be supported by board members, the superintendent and the District Professional Learning Team.

Student's interests come first.

- The board will represent the needs and interests of *all the students* in our district.
- Board members should refrain from bringing individual family concerns for board considerations.

Meeting protocol.

- Board members will come prepared for the meeting by having read all packet materials. If additional items are provided during the meeting, the Board will take time to review them before voting.
- Conduct at a board meeting is very important. We desire to have a legacy of a well-functioning, effective board. We agree to avoid words and actions that create a negative impression on an individual, the board or the district. We will be open minded and willing to 'deeply listen' to all speakers/presenters. We agree that we can disagree and will do so using common courtesy and respect for others. We will not react to impromptu complaints on the spot, but encourage complainants to follow the District's complaint process stressing that following the process ensures District follow up.

Avoid marathon board meetings.

- To be efficient and effective, long board meetings must be avoided. Points are to be made in a few words as possible; speeches at board meetings must be minimal. If a board member believes he/she doesn't have enough information or has questions, either the superintendent or board chair is to be called before the meeting.

Practice efficient decision-making.

- Board meetings are for decision-making, action and votes, not endless discussion. We agree to move to the question when discussion is repetitive.
 - Specify timeframes for agenda items
 - Have a specific ending time for board meetings (6:00 – 8:00 pm)
 - If board discussion is at the specified ending time, board chair will ask for consensus of the board to continue or postpone discussion item until the next meeting.

Executive / closed sessions.

- Executive/closed sessions will be held only for appropriate subjects. The contents of an Executive Session must be kept confidential. Executive sessions will be held only when specific needs arise. Board members will be extremely sensitive to the legal ramifications of their comments during an executive session.

Re-affirmed by the North Wasco County SD 21 Board of Directors and Superintendent on May 26th, 2022.

DocuSigned by:
John Nelson
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John Nelson, Director

DocuSigned by:
Jose Aparicio
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Jose Aparicio, Director

DocuSigned by:
David Jones
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David Jones, Director

DocuSigned by:
Brian Stevens
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Brian Stevens, Director

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Dawn Rasmussen
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Dawn Rasmussen, Director

DocuSigned by:
Adrian Lopez
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Adrian Lopez, Director

DocuSigned by:
Judy Richardson
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Judy Richardson, Director

DocuSigned by:
Carolyn Bernal
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Dr. Carolyn Bernal, Superintendent