Alsea School Board Retreat

Saturday, September 24, 2022 12:00 PM
Alsea School Library, 301 South 3rd Street, Alsea, OR 97324

1. **Call to Order**
2. **Flag Salute**
3. **Approval of the Agenda**
4. **Board Operating Agreement**
   OSBA Instructions & Samples:
   https://www.osba.org/Resources/Article/Board_Operations/Board_Operating_Agreements.aspx

Hermiston School District 8R
305 S.W. 11th Street, Hermiston, Oregon 97838
Phone: (541) 667-6000 Fax: (541) 667-6050
www.hermiston.k12.or.us

BOARD COMMITMENTS TO COMMUNITY PARTNERSHIP

2021-2022 SCHOOL YEAR

PURPOSE:

The Board believes that the best interests of the district are served when district Stakeholders (all residents within the district, including students, parents, staff, and community members) and board members work together toward school improvement. The Board recognizes the importance of being responsive to Stakeholders. As publicly elected officials, the Board serves the community. The Board must therefore work with Stakeholders while we establish the mission and direction of the district.

The Board welcomes input from and collaboration with Stakeholders, whose interests and concerns contribute to the district's health and stability.

For the purpose of encouraging and enhancing communication, accountability, and public trust between members of the Board and the district Stakeholders, we, the members of the Board of Education do hereby publicly commit ourselves collectively and individually to the following:

COMMITMENTS:

We commit to:

1. Welcoming Stakeholder comments in person, in writing, and virtually at Board of Education meetings, and in person at Listening and Learning Sessions and Community Forums.
2. Being responsive to a Stakeholders' questions and concerns, including those sent by email.
3. Hosting Listening and Learning Sessions between the Board and Stakeholders, at least once each calendar quarter during the school year, except during the third quarter (summer break). During the 2021-2022 year, these sessions will be held on October 18, 2021, January 31, 2022, and April 18, 2022.
4. Participating in Community Forums facilitated by district administration when the district faces new challenges that necessitate explanations of information broadly impacting Stakeholders.
5. Making recordings of Board of Education meetings (with the exception of executive sessions), Listening and Learning Sessions, and Community Forums available online.
6. Encouraging Stakeholder input through public comment in the development or deletion of policies and policy revisions.

7. Anticipating issues that may become important or that are sensitive to the district and to Stakeholders and endeavoring to communicate and engage with Stakeholders on such matters.
8. Continuing to promote the culture of inclusivity and respect for all Stakeholders.
9. Being open-minded and willing to deeply listen to all Stakeholders.
10. Performing our duties as Board of Education members with integrity, truthfulness, honor, and respect for all.

EXPECTATIONS OF STAKEHOLDERS:

The Board requests and expects Stakeholders to continue to engage with both the Board and the district in ways that are truthful, open, honorable, and respectful to all, and to engage in effective communication methods and discussions that are relevant to the subject matter at issue.

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July 26, 2021

SCHOOL BOARD OPERATING AGREEMENT

PURPOSE:

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 Senior Leadership Team (board and superintendent) do hereby publicly commit ourselves collectively and individually to the following operating protocol:

1. **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. 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.

2. **Communication** between staff and the board is encouraged as long as it follows board policy. The senior leadership team recognizes that "good," "timely," "open" and "constant" communication regarding school district issues is extremely important. We will strive to anticipate issues that may become important or are sensitive to our school district and district stakeholders.

3. **Follow the chain of command.** 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.

4. **Own the collective decision-making process.** The senior leadership team will support decisions made by the board and/or the administrative team once a decision is made. We will support the majority decision(s).

5. **Exemplify the governance role.** The leadership team (board and superintendent) will support the policies our district currently has in place. We will continue to annually study and review policies for effectiveness and appropriately engage key stakeholders in the development or deletion of policies and policy revisions. We will maintain and apply district policies consistently while being cognizant of and recognizing the potential uniqueness of any given situation.

6. **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 disclosure of confidential information.

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7. **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.

8. **Utilize CEO input.** The superintendent is the chief executive officer of the senior leadership team and should make recommendations, proposals, or suggestions on most matters that come before the board.

9. **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 board committees, their role shall be defined by the board as a silent observer or active participant.

10. **Meeting protocol.** 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 will assure any individual(s) that the school district will follow up.

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

12. **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.

13. **Speak to agenda issues.** The board will not converse with the audience. We agree to speak to the issues on the agenda and attend to our fellow board members. Facts and information needed from the administration will be referred to the superintendent.

14. **Executive/closed sessions** will be held only for legally appropriate subjects. Executive sessions will be held only when specific needs arise. Board members will be extremely sensitive to the legal ramifications of their meetings and comments.

15. **Children's interests come first.** The board will represent the needs and interests of all the children in our district.

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BOARD – SUPERINTENDENT OPERATING AGREEMENT

BOARD'S EXPECTATIONS OF THE SUPERINTENDENT:

1. Work toward becoming a team with board members.
2. Respect and acknowledge the board's role in setting policy and overseeing the performance of the superintendent.
3. Work with the board to establish a clear vision for the school district.
4. Prepare preliminary goals annually for the board's considerations.
5. Provide data to the board members so that data-driven decisions can be made.
6. Possess a working knowledge of all legal and local policies.
7. Inform the board of all critical information including relevant trends, anticipated adverse media coverage, or critical external or internal change.
8. Distribute appropriate information to all board members.
9. Communicate with board members promptly and effectively.
10. Distribute the board agenda by 4:00 p.m. Wednesday prior to the regularly scheduled board meetings on Monday of the following week, except when major holidays fall on Friday.
11. Respect the confidentiality requirement of board meeting executive sessions.
12. Treat all board members professionally.
13. Communicate to individual board members if a problem or issue is observed developing with an individual board member.
14. Conduct a self-assessment prior to the board's evaluation of the superintendent's job performance.
15. Represent the school district by being visible in the community.
16. Provide follow-up information to board members on concerns and issues they have referred to the superintendent—close the communication loop.

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SUPERINTENDENT'S EXPECTATIONS OF THE BOARD

1. Recognition of the superintendent as the educational leader of the school district.
2. Willingness to share the success and failures of the school system with the superintendent.
3. Assistance in gaining acceptance and support in the community.
4. Willingness to abide by its own rules, policies, and code of ethical conduct.
5. Willingness, within budget constraints, to provide the superintendent with adequate staff and clerical assistance.
6. Willingness to acknowledge and follow the chain of command of the school district.
7. Respect for the confidentiality requirement of board meeting executive sessions.
8. Avoidance of seeking personal privilege.
9. Willingness to participate in professional development activities at the local, state, and national levels.
10. Effort to foster unity, harmony, and open communications within the board.
11. Understanding of the relative or complementary role of the superintendent and board in policymaking.
12. Careful consideration of each recommendation made by the superintendent.
13. Insistence on all available facts and data before making a decision.
14. Willingness to study and evaluate educational issues affecting the school district.
15. Practice of avoiding surprise items at board meetings.
16. Integrity of the highest order.

BOARD AND SUPERINTENDENT WORKING AGREEMENTS
October 6, 2020

Purpose:

The Board of Directors is the educational policy making body for Lane ESD. To fulfill the District's mission the 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.

Governance Principles:

1. Working with members of the Board and the Superintendent in a cooperative and collaborative partnership aligned toward a common mission.

2. Focus on policy making, planning and evaluation, rather than day-to-day operations.

3. Recognize and respect the Superintendent's responsibility to manage the district and to direct employees in district matters.

4. Make decisions as a whole Board only at properly called meetings. Board members recognize that individual members have no authority to take individual action in policy or district and administrative matters.

5. Support decisions of the majority after honoring the right of individual members to express opposing viewpoints and vote their convictions.

6. Actively solicit input, listen to all perspectives and give careful consideration to all issues. We will operate as representatives and make decisions in the best interest of the whole district.

7. Value the role we play in the community and represent the district, when possible, by attending community functions.

Meeting Operational Agreements:

1. Board members may request the board chair place an item on the meeting agenda in a timely manner (at least seven days prior to a meeting).

2. Uphold the legal requirement for confidentiality on all matters arising from the Board meeting Executive Session.

3. Start our meetings on time.

4. Attend regularly scheduled Board meetings unless a situation occurs that makes attendance impossible.

5. Cooperate in scheduling special meetings and/or work sessions for planning and training purposes.

6. Cast a vote on all matters except when a conflict of interest arises.

7. In general practice, items are first placed on a meeting agenda for discussion and action is taken at the subsequent meeting, except in cases of emergency or critical time considerations.

Communication Agreements:

1. Communicate directly with the Superintendent when a question arises, or a concern is voiced by a staff member, student, parent, or community member.

2. Whenever possible, communicate directly with the Superintendent or Board Chair prior to meetings of the Board to identify questions and /or concerns about agenda items so that the Board Chair and superintendent can prepare for the meeting discussion.

3. Communicate directly with the Superintendent or Board Chair prior to raising new issues or concerns at Board meetings or in other arenas (e.g. inservices, meetings).

4. When an individual concern arises with the Superintendent or other Board member communicate directly with that person, as appropriate. Communicate with the Chair or Superintendent about concerns with Board process.

5. A Board member with a routine question should first consider going to the Chair or the Superintendent. A Board member who desires staff assistance beyond routine inquiry should first raise the issue/question with the Superintendent. The Superintendent should decide whether to proceed before staff time is allocated.

6. No individual Board member, other than the Board Chair or designee, has the authority to speak for the entire Board. Individual Board members may always share their individual viewpoint but must clarify that they are speaking for themselves, rather than the entire Board.

Annual Planning and Evaluation:

1. Set priorities as a Board for Board professional development.

2. Participate in establishing annual expectations of the board and self-assessment of the Board's performance.

3. Participate in establishing annual expectations and goals for the Superintendent.

4. Objectively evaluate the Superintendent's performance and provide appropriate feedback.

Orientation of New Board Members:

1. Assure timely orientation of new Board members.

Role of the Board Chair:

1. Recognize the role of the Chair to speak for, and about, the Board to describe the Board's process, decisions and positions. Recognize the role of the Chair to convene meetings and execute documents, as appropriate.

2. Recognize the role of the Chair and Vice Chair to meet regularly with the Superintendent to develop the agenda and determine whether an item should be scheduled for action or future action, to provide input on information needed by the Board for decision-making, to plan meeting processes, and to distribute assignments.

3. Ensure that information exchanged with the Superintendent is shared with all Board members via Board meeting agenda materials.

Expectations of the Superintendent:

1. Function together as a team with Board members.

2. Respect and acknowledge the Board's role in setting policy and overseeing the performance of the Superintendent.

3. Work with the Board to establish a clear vision for the district.

4. Prepare preliminary goals annually for the Board's consideration.

5. Provide data to the Board members so that data driven decisions can be made.

6. Possess a working knowledge of all legal and local policies.

7. Inform the Board of all critical information including relevant trends, anticipated adverse media coverage, or critical external or internal change.

8. Work with the Chair and/or Vice Chair to effectively bring issues and information to the Board.

9. Communicate with Board members promptly and effectively.

10. Electronically distribute the Board agenda in a timely manner (at least 5 calendar days prior to the board meeting).

11. Respect the confidentiality requirement of Board meeting Executive Sessions.

12. Treat all Board members professionally and respectfully.

13. Represent the district by being visible in the community.

14. Provide follow-up information to Board members on concerns and issues they have referred to the Superintendent--close the loop.

Oakridge School Board
Communication and Public Comment Agreements

Communication:

1. Communication to the Board will be submitted through the General OSD Board email address
2. Board Secretary will monitor email and send communications to all Directors
3. Directors receiving individual communication, will forward the communication to Board Secretary to share with all Directors
4. Directors will monitor individual Board email on a regular basis.
5. Responses to all group board emails will be done by the Board Chair or designee
6. The Board Chair or designee will work with the Superintendent and legal counsel as needed in drafting responses.
7. Acknowledgement of receipt of communication will be within 5 business days.
8. If further response to the communication is needed, it will be done within 5 business days after the next scheduled regular board meeting.
9. Responses to communication will go to all members of the Board, Board Secretary, and Superintendent.

Public Comment:

1. The Board Chair and Superintendent will determine where public comment will be on the agenda
    a. If an agenda item will be voted on and public comment is desirable, public comment may be moved to allow for comment prior to the vote.
    b. If public comment is moved for the regular place on the agenda, it will be advertised when the agenda is posted to the public.
    c. Board may vote to change the placement of public comment by a majority vote.

2. The Board requests public comment be submitted in writing via the designated email address
    a. The Board may acknowledge written public comment during the regular board meeting. Acknowledgement will be done by reading 3 minutes of the submitted comment.
    b. Comments submitted 48 hours before the meeting, will be distributed to board members prior to the meeting.
    c. Written materials submitted may not warrant action by the Board.

3. The Board requests sign up for public comment prior to the beginning of the meeting.
    a. Sign up by dedicated email address for this purpose, required for virtual meetings, preferred for all
    b. Sign up during in person meetings may be done when entering the meeting room.
    c. *Community members, who have signed up for public comment, will be called on first to make public comment. If time allows, others may be called on who wish to make public comment [by raising their hand].*

4. Public comment will be limited to 3 minutes per individual.
    a. An individual's public comment minutes may not be transferred to another

Possible Group Agreements for Board Communication and Public Comment

b. A total of 30 minutes will be allocated for public comment unless the Board Chair allocates more time to accommodate a particular need. Any additional time will be equitably distributed.
c. The Board will listen to public comments.
d. The Board Chair may refer a topic to the Superintendent if warranted, for a reply at a later time.

5. Comments about individual staff members will not be heard in public comment.
    a. The Board Chair will insert themselves into such comments and read again the statement about public comment regarding comments about staff and give opportunity for the person to redirect their comments.
    b. If comments are not redirected, the person's turn will end.
    c. The Board Chair has the option to take appropriate action.

6. *Public comment will be reflected in the meeting minutes.*
    a. Spoken public comment will be added in the meeting minutes with name and address of commenter and topic of comment.
    b. Written comment will be added in the meeting minutes with name, address, and body of the written comment.

OAKRIDGE SCHOOL DISTRICT
BOARD – SUPERINTENDENT WORKING AGREEMENT

PURPOSE:

The Board of Directors is the educational policymaking body for the Oakridge School District. 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.

BOARD'S EXPECTATIONS OF THE SUPERINTENDENT

1. Work with the board to establish a clear vision for the Oakridge School District.
2. Communicate with the board members promptly and effectively.
3. Provide data to the board members so that data-driven decisions can be made.
4. The superintendent and board will collaborate on implementing a communications plan, so that board members, superintendent, and the community are informed of relevant, important and appropriate information.
5. Distribute the board agenda and packet by Thursday prior to the regularly scheduled board meetings.

SUPERINTENDENT'S EXPECTATIONS OF THE BOARD

1. Recognition of the superintendent as the educational leader of the Oakridge School District.
2. Willingness to acknowledge and follow the chain of command of the school district.
3. Effort to foster unity, harmony and open communications within the board.
4. Willingness to study and evaluate educational issues affecting the school district.
5. Willingness to participate in professional development activities at the local, state and national level.
6. The superintendent and board will collaborate on implementing a communications plan, so that board members, superintendent, and the community are informed of relevant, important and appropriate information.

SIGNATURES OF AGREEMENT:

Date _____

_____	_____
_____	_____
_____	_____
_____	_____

OREGON SCHOOL BOARDS ASSOCIATION
1201 Court St NE, Ste 400 | Salem, OR 97301 | 503-588-2800 or 800-578 6722
www.osba.org | info@osba.org | *rev 6/2019*

Board Operating Agreement

1. **Children's interests come first**. The board will represent the needs and interests of all the children in our district.
2. **Meeting protocol**. 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 listen deeply to all speakers/presenters. We agree that we can disagree and will do so using common courtesy and respect for others. We will follow policy KL to address complaints. We will uphold the legal, compliance, and confidentiality requirements on all matters arising from board meetings and executive session. We will make decisions as a whole board only at properly called meetings.
3. **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. We agree to ask the board chair or superintendent to place an item on the agenda instead of bringing it up unexpectedly at a meeting.
4. **Follow the chain of command.** The last stop, not the first, will be the board. We agree to follow the chain of command and insist that others do so. 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 concerns received by the board or its individual members will be directed to the superintendent.
5. **Exemplify the governance role**. The board/superintendent leadership team will support the policies our district currently has in place. We will continue to annually study and review policies for effectiveness and appropriately engage key stakeholders in the development or deletion of policies and policy revisions. We will maintain and apply district policies consistently while being cognizant of and recognizing the potential uniqueness of any given situation. We will conduct strategic planning and evaluation (curriculum, district performance, and the superintendent.)
6. **Utilize superintendent input**. The superintendent is the chief executive officer of the district and should make recommendations, proposals, or suggestions on most matters that come before the board.
7. **Support the decisions of the majority.** Once the decision is made, board members will support the will of the board.

BOARD WORKING AGREEMENT (Approved 10/11/21)

The Board Working Agreement should be used as a guide to work together not used negatively against each other.

BOARD MEMBERS WILL:

1. Participate individually and as a board in discussions focused on student achievement, both at Board meetings and through ongoing engaged conversations with the community using common language.
2. Structure board meeting agendas around the Board governance calendar and hold work sessions to facilitate more open and free flowing discussions.
3. Focus on "'end results" and respect administrator's authority to provide the "means" for achieving district goals. Avoid falling into problem solving discussions at the operational level when presented with informational material.
4. Be aware of the words and tone of questions. Refer to questions as "Clarifying questions" when there may be uncertainty as to whether the question implies a judgment or direction to the staff by the board member.
5. Direct questions to the superintendent that may be seen as critical or requiring additional staff work.
6. Encourage staff to provide accurate, complete and timely reports to the board in advance of meetings so Board members can expect well prepared responses to questions.
7. Give staff members the option of responding later when board members ask questions during meetings that staff have not been made aware of ahead of time. Empower staff to say "I'll get back to you with that information" if asked during a public meeting a question they are not prepared to answer.
8. Call in or email questions to the superintendent or board secretary, prior to the meeting so that staff members with the information are present and prepared to answer. This is not intended to limit board members ability to ask questions which come up during board discussion at the meeting; however the techniques above will be used to reduce stress or confusion as to the intent of questions, and allow for the appropriate preparation of responses.
9. Refer individual board member questions or requests for information which involve significant staff time to the superintendent. If denied by the superintendent, the board chair will be notified and the request may be put to a vote of the board.
10. Make board decisions on important issues only after having received critical information. Clarify the difference between items brought to the Board for action vs items which are brought to provide them with information.
11. Respect the confidentiality requirement of board meeting executive sessions and minimize executive sessions except required by law. Understand the majority of the board may vote to release information to the public when allowed by state law.
12. Treat each other professionally.

BOARD-SUPERINTENDENT WORKING AGREEMENT

(Approved 10/11/21)

BOARD'S EXPECTATIONS OF THE SUPERINTENDENT

1. Work toward becoming a team with board members.
2. Respect and acknowledge the board's role in setting policy, board meeting agenda and overseeing the performance of the superintendent.
3. Work with the board to establish a clear vision for the school district.
4. Prepare preliminary goals annually for the board's considerations.
5. Provide data to the board members so that data-driven decisions can be made.
6. Possess a working knowledge of all legal and local policies.
7. Inform the board of all critical information including relevant trends, anticipated adverse media coverage or critical external or internal change.
8. Distribute appropriate information to all board members.
9. Communicate with board members promptly and effectively.
10. Distribute the board agenda by Wednesday prior to the regularly scheduled board meetings on Monday of the following week.
11. Respect the confidentiality requirement of board meeting executive sessions and minimize executive sessions except required by law. Understand the majority of the board may vote to release information to the public when allowed by state law.
12. Treat all board members professionally.
13. Communicate to the Board Chair if a problem or issue is observed developing with an individual board member.
14. Conduct a self-assessment prior to the board's evaluation of the superintendent's job performance.
15. Represent the school district by being visible in the community.
16. Superintendent is the board's technical advisor, provide follow-up information to board members on concerns and issues they have referred to the superintendent—close the communication loop.

SUPERINTENDENT'S EXPECTATIONS OF THE BOARD

(Approved 10/11/21)

1. Recognition of the superintendent as the educational leader of the school district.
2. Willingness to share the success and failures of the school system with the superintendent.
3. Assistance in gaining acceptance and support in the community.
4. Willingness to abide by its own rules, policies and code of ethical conduct.
5. Willingness, within budget constraints, to provide the superintendent with adequate staff and clerical assistance.
6. Willingness to acknowledge and follow the chain of command of the school district.
7. Respect the confidentiality requirement of board meeting executive sessions and minimize executive sessions except required by law. Understand the majority of the board may vote to release information to the public when allowed by state law.
8. Avoidance of seeking personal privilege.
9. A willingness to participate in professional development activities at the local, state and national level.
10. An effort to foster unity, harmony and open communications within the board.
11. An understanding of the relative or complementary role of the superintendent and board in policy making.
12. Careful consideration of each recommendation made by the superintendent and staff.
13. Insistence on all available facts and data before making a decision.
14. Willingness to study and evaluate educational issues affecting the school district.
15. Practice of avoiding surprise items at board meetings.
16. Integrity of the highest order.
17. The Board will not direct staff, that is the job of the superintendent.

Mt. Angel School Board
Operating Protocol 2020-2021
Updated January 11, 2021

For the purpose of enhancing teamwork among members of the board and between the board and administration, we, the members of the Mt. Angel School Board and superintendent do hereby publicly commit ourselves collectively and individually to the following operating protocol**.

Priorities (if also addressed in Board Policy, that policy is listed in parentheses):

1. Board members will treat other Board members, the superintendent, staff and the public with dignity and courtesy and will provide an opportunity for all parties to be heard with due respect for their opinions. (BCD, BBF)
2. Members will review essential facts, consider others' ideas, and then present personal opinions during board deliberations but, once the board vote has been taken, support board decisions regardless of how individuals voted.
3. Board members will address issues, ask questions and/or present reasoning during discussions at the meetings to provide complete transparency in district decision- making so that the public understands how the Board reached a particular decision.
4. The Board may establish academic and financial goals for the district and evaluate the superintendent's implementation of those goals.(CBG)
5. Unanticipated controversy or non-agenda items should not be allowed to dominate a well-planned meeting. Because the board requires the most accurate and complete information before decision-making, these issues will be referred to the superintendent and may be placed on a subsequent meeting agenda. (BD/BDA)
6. Board Members will adhere to the provisions of the Public Meeting Law and will minimize Board Member to Board Member conversation and/or deliberation about Board Business outside of posted meetings. (BD/BDA, BDF)
7. Individual board members shall not give directives to any school administrator or employee, publicly or privately. (BG)
8. Board members will respect the privacy rights of individuals when dealing with confidential information gained through association with the district. Board members will keep information discussed in executive session confidential. (BDC)
9. Board members may make announcements about their personal activities related to board work during the board member report agenda period. Announcements made during the board member report agenda period will not be items for discussion. If a board member wishes to propose a topic for board discussion, they may request this be added to the agenda.
10. Board members and district staff will use district email addresses for board business.
11. Board members agree to support the will of the majority in the best interests of the district and student achievement.
12. During the Public Forum portion of meetings, board members will not respond to issues with members of the audience. Only the chair will respond to public comment during the meeting if warranted. (BDDH)

**Mt. Angel School District Policy supersedes all district protocol.

Board of Directors
Board Operating Agreement

For the purpose of enhancing teamwork among members of the board, as well as between the board and administration, we, the board and superintendent do hereby publicly commit ourselves individually and collectively to the following operating agreement:

Roles & Responsibilities

1. **Student's interests come first.** The board and superintendent will represent the needs and interest of all the students in our district.
2. **The board will act as ambassadors** to the schools, the community, and the district at all times.
3. **Board members function only as a board; not individually.** Individual board members do not have authority. Only the board as a whole has authority. The board chair will communicate the position of the board on controversial issues. Board members will refrain from obligating the board and/or administration by actual speech or implication, unless authorized to do so by the board.
4. **When addressing complaints or concerns**, the last stop, not the first, will be the board. While the board is open and eager to listen to its constituents and staff, each inquiry is to be referred to the superintendent who will see that the issue is properly and expeditiously addressed.
5. **Own the collective decision-making process.** Once a decision is made, board members, the superintendent, and administrative staff will support the majority decision. Board members shall recognize and respect the superintendent's operational decisions in management of the school district.
6. **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.
7. **Clearly state goals** for the board and the superintendent. The board and superintendent will set clear goals for the district.

Communication:

8. **Communication between the board and superintendent** is encouraged. The board and superintendent recognizes the importance of good, timely, open and constant communication regarding school district issues. We will strive to anticipate issues which may become important or are sensitive to our school district and district stakeholders. Understand that you will receive information that is confidential and cannot be shared.

9. **The board chair is the designated voice of the board.** The chair represents the collective will of the board to the public, including media. If you are contacted by media, please direct them to the board chair, as well as the district's communications coordinator. If the board is collectively addressed by mail or email, the chair will respond.
10. **Present personal concerns of district operations directly to the superintendent**, not to staff.

Meeting Protocol:

11. **Conduct at a board meeting** is very important and 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 and presenters. We will agree 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 will assure any individual(s) that the school district will follow-up.
12. **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 board meetings. 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.
13. **Avoid marathon board meetings.** To be efficient and effective, long board meetings must be avoided. Points are to be made in as few words as possible; speeches at board meetings will be minimal and pertinent to the item being discussed. If a board member believes they don't have enough information or has questions, either the superintendent or the board chair is to be called before the meeting.
14. **Agenda items** may be suggested by any board member, staff member, student or patron of the district by notifying the superintendent at least five working days prior to the meeting. The board may amend the agenda to meet the operational needs of the district or to address a topic that is time sensitive in nature.

Date: November 10, 2021

Shawn Hartfield, Chair

Michael Summers, Vice Chair

Jill Cummings, Director

Liz Goodrich, Director

Keri Lopez, Director

Charan Cline, Ed.D, Superintendent

LAKE OSWEGO SCHOOL DISTRICT
School Board Norms and Expectations

I. How We Treat Each Other

1. Treat each other, staff, students, and community with respect.
2. Engage with the work - distinguish between board work and staff work.
3. Tie work to the mission, our values and our strategic plan.
4. Make data-informed decisions.
5. Communication with the public is a two-way street.
6. Maintain a culture of learning and curiosity.

II. How We Work with the Superintendent and Staff

The Superintendent is the CEO of our District. The formal role of the Board is to hire, manage, evaluate, and if necessary, fire the Superintendent. When not doing that, we oversee the district budget and set policy and direction for the Board based on our position as elected representatives with the wider community, many of whom have no direct connection to schools.

Contact with Superintendent

The Board chair will meet weekly with the Superintendent, unless another mutually agreeable schedule is agreed to.

Board members are encouraged to have regular meetings with the Superintendent as well. These meetings may be conducted as 1:1 or 2:1 configurations, by mutual agreement and based on the Superintendent's availability and preference.

Contact with Other Board Members

Chair to meet regularly with other Board members, including the student board representatives, to ensure that there are no surprises at a board meeting.

Contact with Board Committees

Chair or a delegated Board member to meet regularly with Board committees.

Contact with Staff

At times, Board members may want or need additional information from a member of faculty or staff (for example, financial information). We will coordinate with the Superintendent on a mutually agreeable arrangement before contacting a member of the staff.

Contact with Community and Student Groups
Chair to meet with staff and other Board members to determine a list of community groups and organizations that a delegated Board member should meet with on a regular basis. The chair should work with the student board representatives to determine student groups that should be included in this list.

Superintendent Evaluation
The Board will annually conduct an evaluation for the Superintendent. The strategic plan shall serve as a basis for evaluation.

Community Relations
As members of the community, Board members should communicate what they are hearing from constituents to the Superintendent in a timely fashion and allow the Superintendent to determine how and what the response should be. Board members should remember that their primary constituents are the (mostly) non-voting students of our schools.

Board members are encouraged to meet with community members and community groups to listen to issues affecting those groups and the community at large and report back to the Superintendent on those issues.

From time to time, Board members may wish to advocate for issues involving school policy and direction. Board members are encouraged to work with fellow Board members and the Superintendent to come to consensus and establish direction where possible.

Board members will not always agree on every issue and may have passionate differences of opinion. They should always be respectful of these differences in both public and private meetings.

To maximize our visibility within the community, Board members are encouraged to attend community meetings (i.e. Neighborhood Associations, Respond to Racism, Rotary, LO for Love). Additionally, Board meetings and town halls should be hosted in locations other than the district board room. Any technological issues around video or live streaming should be addressed and solved.

Responding to Community Inquiries

From time to time, members of the public may contact one or more Board members via in person communication, phone, email, text, or social media. We encourage this communication.

For one-off communications sent to the entire Board, the Board chair should:

- Where a simple acknowledgement reply is appropriate, reply within 24 hours and ensure that all Board members (including student members for non-privileged information) and the Superintendent are included in the reply.
- Where more research or a more complex reply involving coordination with the Superintendent is needed, let the Board and superintendent know that a response is being developed and the timeline for this response.
- Delegate the response to the Superintendent and/or another Board member.

In general, Board members should refrain from replying to individuals addressing the entire Board. There are some exceptions, such as acknowledging a student, or positive acknowledgement of some achievement. For example, if a student sends an email saying that they are forming a club to save narwhals, brief emails from Board members such as “Great job, Hiram!” or “Way to go, Keesha!” would be appropriate. Or if a community member is thanking the Board for building a pool, a short “We couldn’t have done it without you, Mr. Wilson!” would be nice. The Board chair should still be expected to speak on behalf of the Board.

For communications to individual Board members, or to one or two Board members, the response should be forwarded to the chair. The Board member receiving the communication should work with the chair to determine the response.

For formal media communications, always work with the Superintendent and communications staff on responses to media requests.

III. Board “Must Do’s”

1. Participate in OSBA and district onboarding.
2. Complete all mandatory training (such as mandatory reporting rules).
3. Participate in regular OSBA training and development.
4. Learn about public education, financing, and our district.
5. Prioritize attendance at all school board meetings, work sessions, trainings, back to school nights, high school graduations, and more on your personal calendar. The commitment is big but make time for it.
6. Be visible at other community events, especially school-based events.

7. Participate in community initiatives, such as Respond to Racism, City Council, etc.
8. Participate in annual Board retreat.
9. Conduct an annual self-evaluation.
10. Get communications and administrative support from the district.
11. Review and update these Board norms annually.

IV. Board Development

Things we must build to support our "must-dos"

1. Develop onboarding for new Board members and update it annually.
2. Develop and deliver information education on public education basics and finance for board members. Topics could include things such as the definitions of Title I, 504 and ADMw. The information should be developed and delivered regularly to board members and members of the community to help educate the public and recruit future board members.
3. Develop and maintain a regular calendar cycle for the year.
4. Establish process for Board appointed committees, including selection process, bylaws, and calendar cycle. Tie in our strategic plan to every committee.
5. Work toward development of a district annual report: committee reports, Board norms, etc. consolidated into a single document.

V. Board Meetings

The School Board is the policy making body for the district.

1. Read the packet and all supporting materials ahead of time.
2. Be prepared to speak on a topic if desired. Note that comments on every item is not expected, especially if your comments have been made by another Board member.
3. When receiving presentations from staff or speakers, the chair or a designated Board member can express appreciation on behalf of the Board. Comments and questions from every Board member are not expected, though if a Board member has a specific point, these points should be brief.
4. Comments from student board representatives are welcome for any topic to ensure that student voice is heard.

5. **Adjourned**
6. **Referenced Board Policies**

Alsea School District 7J

Code: **BB**
Adopted: 7/08/92
Readopted: 7/12/10; 2/11/15
Orig. Code(s): BB

Board Legal Status

The Constitution of the State of Oregon charges the Legislature with providing by statute for a uniform and general system of common schools. The Legislature enacts laws to delegate the immediate control of the schools to locally elected Boards; thus, the Board is the governing body of the Alsea School District.

Federal and state statutes and State Board of Education rules define and outline the general powers and duties of the Board. The Oregon statutes authorize the Board to transact all business within the jurisdiction of the district, control the district school and educate the students residing in the district. Oregon Administrative Rules establish further requirements and guidelines for districts. The Board's duty is to carry out those statutes and regulations that are mandatory e.g., "The Board shall...;" where the laws are permissive, e.g., "The Board may...," the Board is empowered to exercise judgment and discretion.

This district will be known as the Alsea School District.

The regular term of office for Board members will be four years. The terms of office will commence on the first day of July following regular district elections. The term of office for members appointed to fill a vacancy will be until June 30 following the next regular district election. The term of office for members elected to fill a vacancy will be the time remaining in the vacated Board position.

END OF POLICY

Legal Reference(s):

ORS 255.335
ORS 332.018(1)
ORS 332.030(4)
ORS 332.072
ORS 332.075
ORS 332.105
ORS 332.107
ORS 335.505

OR. CONST., art. VIII, § 3.

Alsea School District 7J

Code: **BBA**
Adopted: 7/08/92
Readopted: 7/12/10; 2/11/15
Orig. Code(s): BBA

Board Powers and Duties

The Legislature of the State of Oregon delegates to the Board responsibility for the conduct and governance of schools. The general powers granted to the Board are:

l. Legislative or Rule-Making Authority

In regular or special public meetings, after open discussion and after members' votes are recorded, the Board will establish rules or policy to govern the conduct of its members and the proceedings of the Board.

The Board shall establish rules for governing the school and students consistent with State Board of Education rules and with state and federal laws.

The Board is responsible for providing adequate and direct means for keeping informed about the needs and wishes of the public, and for keeping local citizens informed about the school.

2. Judicial Authority

As provided by law, policy or contract, the Board acts as a fact-finding body or a court of appeal for staff members, students and the public when issues involve Board policies or agreements and their implementation, and when the Board must determine the rights, duties or obligations of those who address the Board.

3. Executive/Administrative Authority

The Board will appoint a superintendent delegated to establish administrative regulations to implement Board policy and goals. The Board will evaluate the superintendent's performance.

The Board may establish academic and financial goals for the district and evaluate the superintendent's implementation of those goals.

The Board will oversee the district's financial affairs by authorizing, appropriating and adopting budgets and by proposing local option or bond elections to provide for program operation and maintenance or acquisition of district property.

The Board will authorize the superintendent to approve payment on all contracts and business transactions of the district in accordance with Board policies on purchasing and budget requirements. The Board will provide for an annual audit of the district's assets.

The Board will employ the staff necessary to carry out the educational program and will provide for regular evaluation of staff.

The Board will direct the collective bargaining process to establish collective bargaining agreements with the district's personnel. The Board will establish, through the collective bargaining process where appropriate, salaries and salary schedules, other terms and conditions of employment, and personnel policies for districtwide application.

The Board will establish the days of the year and the hours of the day when school will be in session.

END OF POLICY

Legal Reference(s):

ORS 192.630
ORS 243.656
ORS Chapters 279A, 279B and 279C
ORS 294.305 to -294.565
ORS 328.205 to -328.304
ORS 332.072
ORS 332.075
ORS 332.105
ORS 332.107
ORS Chapter 339
ORS 342.805 to -342.937
ORS Chapter 343

Cross Reference(s):

DJ - District Purchasing

Alsea School District 7J

Code: **BBAA**
Adopted: 7/08/92
Revised/Readopted: 7/12/10; 2/11/15; 6/13/17; 5/13/21
Orig. Code: BBAA

Individual Board Member's Authority and Responsibilities

An individual Board member exercises the authority and responsibility of his/her position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business. When authorized to act as the district's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining without subsequent approval by the Board.

A Board member has the right to express personal opinions. When expressing such opinions in public, the Board member must clearly identify the opinions as their own.

Members will be knowledgeable of information requested through Board action, supplied by the superintendent, gained through attendance at district activities and through professional Board activities.

Members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Information

   Any individual Board member who desires a copy of an existing written report or survey prepared by the administrative staff will make such a request to the superintendent. A copy of the material may be made available to each member of the Board. Requests for the generation of reports or information, which require additional expense to the district, must be submitted to the Board for consideration.

2. Requests for Legal Opinions

   A request for a legal opinion by a Board member, must be approved by a majority vote of the Board before the request is made to legal counsel. If the legal opinion sought involves the superintendent's employment or performance, the request should be made to the Board chair. Legal counsel is responsible to the Board.

3. Action on Complaints or Requests Made to Board Members

   When Board members receive complaints or requests for action from staff, students or members of the public, the Board members will direct the staff, students, members of the public to the appropriate complaint policy Board policy KL - Public Complaints. Such information is to be conveyed to the superintendent.

4. Board Member's Relationship to Administration

Individual Board members will be informed about the district's educational program, may visit the school or other facilities to gain information and may request information from the superintendent. No individual Board member may direct the superintendent to action without Board authorization. Board members will not intervene in the administration of the district or its school.

5. Contracts or Agreements

All contracts of the district must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval, before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

END OF POLICY

Legal Reference(s):

ORS 332.045
ORS 332.055
ORS 332.057
ORS 332.075

38 OR. ATTY. GEN. OP. 1995 (1978)
S. Benton Educ. Ass'n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

Cross Reference(s):

BHD - Board Member Compensation and Expense Reimbursement
DFEA - Admissions to District Events

Alsea School District 7J

Code: **BDDC**
Adopted: 9/25/95
Readopted: 7/12/10; 3/11/15
Orig. Code(s): BDDB/BDDC

Board Meeting Agenda

The Board chair and the superintendent will prepare an agenda for all regular meetings of the Board. Items of business may be suggested by any Board member, staff member, student or citizen of the district by notifying the superintendent at least five working days prior to the meeting.

A consent agenda may be used by the Board for noncontroversial business. The consent agenda will consist of routine business that requires action but not necessarily discussion. These items may all be approved at the same time. A Board member may ask that any item be removed from the consent agenda. The removed item will then be placed on the regular agenda.

The agenda will follow a general order established by Board. Opportunities for the audience to be heard will be included. The Board will follow the order of business set up by the agenda unless the order is altered by a consensus of the Board.

Items of business not on the agenda may be discussed and acted upon if the majority of the Board agrees to consider them.

The agenda, together with supporting materials, will be distributed to Board members at least three full working days prior to the meeting. The agenda will be available to the press and to interested patrons through the superintendent's office at the same time it is available to the Board members. Copies of the agenda for the press and public will not contain any confidential information included in the Board members' packets.

A copy of the agenda will be posted in each district facility on the day of the meeting. Members of the public may request a copy of the agenda at the superintendent's office. All minutes shall be available to the public within a reasonable time after the meeting. Minutes are available in the deputy clerk's office.

The district will ensure equally effective communications are provided to qualified persons with disabilities upon request as required by the Americans with Disabilities Act.

Appropriate auxiliary aids and services available to ensure equally effective communications with qualified persons with disabilities may include large print, Braille, audio recordings and readers. Primary consideration will be given to the requests of the person with a disability in the selection of appropriate auxiliary aids and services.

Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue financial and administrative burdens, alternate, equally effective communications will be used.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual.

END OF POLICY

Legal Reference(s):

ORS 192.640

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006). Americans with Disabilities Act Amendments Act of 2008.

Cross Reference(s):

BDDH - Public Participation in Board Meetings

Alsea School District 7J

Code: **BDD**
Adopted: 7/08/92
Readopted: 7/12/10; 3/11/15
Orig. Code(s): BDD

Board Meeting Procedures

1. Quorum

A quorum will consist of the majority of the Board members.

2. Vote Needed for Exercise of Powers

The affirmative vote of a majority of Board members will be necessary for exercising any of the Board's powers.

3. Board Member Voting

Each member's vote on all motions will be recorded in the minutes.

4. Abstaining From Vote

If a Board member chooses to abstain from voting, such abstention will be recorded.

5. Parliamentary Procedure

Official Board business will be transacted by motion or resolution at duly called regular or special meetings.

Except as otherwise provided by state law and/or Board policy, the rules of parliamentary procedure comprised in *Robert's Rules of Order, Newly Revised, "Procedures for Small Boards,"* will govern the Board in its deliberation. Modifications will include the following: Motions will all be seconded prior to consideration for discussion by the Board and motions to close or limit debate will be acceptable.

The chair will decide all questions relative to points of order, subject to an appeal to the Board.

END OF POLICY

Legal Reference(s):

ORS 192.650
ORS 244.120(2)
ORS 332.045
ORS 332.055
ORS 332.057
ORS 332.107

38 OR. ATTY. GEN. OP. 1995 (1978)
41 OR. ATTY. GEN. OP. 28 (1980)

Alsea School District 7J

Code: **BD/BDA**
Adopted: 9/25/95
Readopted: 7/12/10; 3/11/15; 6/13/17
Orig. Code(s): BD/BDA

Board Meetings

The Board has the authority to act only when a quorum is present at a duly called regular, special or emergency meeting. "Meeting" means the convening of a quorum of the Board as the district's governing body to make a decision or to deliberate toward a decision on any matter. This includes meeting for the purpose of gathering information to serve as the basis for a subsequent decision or recommendation by the governing body, i.e. a work session. The affirmative vote of the majority of members of the Board is required to transact any business.

All regular, special and emergency meetings of the Board will be open to the public except as provided by law. All meetings will be conducted in compliance with state and federal statutes. All Board meetings, including Board retreats and work sessions, will be held within the district boundaries. The Board may attend training sessions outside the district boundaries but cannot deliberate or discuss district business.[1] No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation[2], age or national origin is practiced.

The Board will give public notice reasonably calculated to give actual notice to interested persons, including those with disabilities, of the time and place for all Board meetings and of the principal subjects to be considered. The Board may consider additional subjects at a meeting, even if they were not included in the notice.

If requested to do so at least 48 hours before a meeting held in public, the Board shall provide an interpreter for hearing impaired persons. Such other appropriate auxiliary aids and services will be provided upon request and appropriate advance notice. Communications with all qualified individuals with disabilities shall be as effective as communications with others.

All meetings held in public shall comply with the Oregon Indoor Clean Air Act and the smoking provisions contained in the Public Meetings Law.

The possession of dangerous or deadly weapons and firearms, as defined in law and Board policy, is prohibited on district property.

1. Regular, Special and Emergency Meetings

   No later than the next regular meeting following July 1, the Board will hold an organizational meeting to elect Board officers for the coming year and to establish the year's schedule of Board meetings (in Board election years (odd numbered years), the first meeting will be held no later than July 31). Generally, a regular Board meeting will be held each month. The regular meeting

[1]ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction as long as no deliberations toward a decision are involved.

[2]As defined in ORS 174.100.

schedule may be changed by the Board with proper notice. The purpose of each regular monthly meeting will be to conduct the regular Board business.

Regular meetings will adjourn by 11 p.m. Extension of this deadline requires a majority vote of Board members present.

Special meetings can be convened by the Board chair upon request of three Board members, or by common consent of the Board at any time to discuss any topic. A special meeting may also be scheduled if less than a quorum is present at a meeting or additional business still needs to be conducted at the ending time of a meeting. At least 24 hours' notice must be provided to all Board members, the news media, which have requested notice, and the general public for any special meeting.

Emergency meetings can be called by the Board in the case of an actual emergency upon appropriate notice under the circumstances. The minutes of the emergency meeting must describe the emergency. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

2. Communications Outside of Board Meetings

Communications to, by and among a quorum of Board members outside of a legally called Board meeting, in their capacity as Board members, shall not be used for the purpose of discussing district business. This includes electronic communication. Electronic communications among Board members shall be limited to messages not involving deliberation, debate, decision-making or the gathering of information on which to deliberate.

Electronic communications may contain:

a. Agenda item suggestions;
b. Reminders regarding meeting times, dates and places;
c. Board meeting agendas or information concerning agenda items;
d. One-way information from Board members or the superintendent to each Board member (e.g., an article on student achievement or to share a report on district progress on goals) so long as that information is also being made available to the public;
e. Individual responses to questions posed by community members, subject to other limitations in Board policy.

E-mails sent to Board members will have the following notice:

> *Important: Please do not reply or forward this communication if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body which could be considered a public meeting. Electronic communications on district business are governed by Public Records and Meetings Law.*

3. Private or Social Meetings

Private or social meetings of a quorum of the Board for the purpose of making a decision or to deliberate toward a decision on any matter are prohibited by the Public Meetings Law.

2. Work Sessions

The Board may use regular or special meetings for the purpose of conducting work sessions to provide its members with opportunities for planning and thoughtful discussion. Work sessions will be conducted in accordance with the state law on public meetings, including notice and minutes. The Board is discouraged from making official decisions during a work session. Generally, Boards do not take official action during work sessions, although there is no legal prohibition to do so.

3. Executive Sessions

Executive sessions may be held as an agenda item during regular, special or emergency meetings for a reason permitted by law (see Board policy BDC - Executive Sessions).

END OF POLICY

Legal Reference(s):

ORS 174.100
ORS 174.104
ORS Chapter 192
ORS Chapter 193
ORS 332.040 to -332.061
ORS 433.835 to -433.875

38 OR. ATTY. GEN. OP. 1995 (1978)
41 OR. ATTY. GEN. OP. 28 (1980)
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2016); 28 C.F.R. Part 35 (2016).
Americans with Disabilities Act Amendments Act of 2008.
OR. ATTY. GEN. Public Records and Meetings Manual (2014).

Cross Reference(s):

BDB - Special and Emergency Board Meetings
BDC - Executive Sessions

Alsea School District 7J

Code: **BCD**
Adopted: 7/08/92
Readopted: 7/12/10; 2/11/15
Orig. Code(s): BCD

Board-Superintendent Relationship

The superintendent shall be the chief executive officer and shall be responsible for the professional leadership necessary to translate the will of the Board into administrative action.

The superintendent shall be responsible for all aspects of district operation and for such duties and powers pertaining thereto as directed or delegated by the Board, and to develop such procedures and regulations as he/she considers necessary to ensure efficient operation of the school.

The Board expects that the superintendent is professionally able and possesses outstanding qualities of leadership, vision and administrative skill, and that the superintendent will implement all Board policies in good faith.

The superintendent can expect that the Board will respect the superintendent's professional competence and extend to him/her full responsibility for implementation of Board policy decisions.

The Board holds the superintendent responsible for carrying out its policies within established guidelines and for keeping the Board informed about district operation.

END OF POLICY

Legal Reference(s):

ORS 332.505
ORS 332.515