

## **Board of Directors**

### **Operating Protocol**

Successful organizations are the result of effective and dynamic leadership. To assure a quality operation, leaders must agree on basic ways of working together. Operating protocols define the beliefs, values, and methods of working together. The Snohomish School District Board of Directors publicly commits, collectively and individually, to the following operating protocol:

- The Board will keep student needs, interests, and safety at the center of its decision making.
- The role of the Board is planning, resource allocation, policy-making, and advocacy.
- The Board will not become involved in the management of individual schools.
- The Board will practice fiscal responsibility and sound financial management to support the district's capacity to adequately fund programs and priorities.
- Individual Board Directors will commit to represent the needs and interests of every child in the district, without discrimination based on sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability.
- The Board will discuss the issues on the agenda, not debate their fellow Directors. They will listen respectfully when other Directors are speaking and will thoughtfully ask questions to clarify the understanding of their comments.
- The Board supports and encourages open expression of ideas, thoughts, and comments, and will listen with an open mind and demonstrate flexibility and creativity in seeking solutions.
- The Board will consider equity in the Board's resource allocation and policy development.
- The Board recognizes and appreciates the diverse backgrounds and experiences of each Director.
- Individual Board Directors will strive to avoid any perception or appearance of a conflict of interest per Policy 1610.
- Board Directors agree to place items on the agenda prior to each Board meeting in order to avoid surprise to their colleagues and staff.
- Communications between staff and the Board are important and are facilitated by the process established in Policy 1331P.

- The Board will direct others to present their district issues, problems, or proposals to the appropriate person.
- All personnel concerns, or issues received by the Board or its individual Directors will be directed to the Superintendent.
- Board meetings will be for consideration, information and action. Board Directors agree to “move the question” or “table the question” when discussion is repetitive. Workshops will be for planning, discussions, deliberation, and direction.
- The Board will consider research, recommendations, best practices and public input in its decision-making.
- The Board gives its full and undivided attention to the business at hand, refraining from texting, emailing or side bar conversations during the meeting.
- Individual Board Directors will attend all Board meetings and will notify the Board president and Superintendent in advance of the meeting if unable to attend. If a Director misses a meeting, they will take responsibility for obtaining information shared at meetings when their absence is unavoidable.
- At meetings the Board president will be cognizant of time and will consistently enforce the Board’s protocol for meetings.
- The Superintendent will make recommendations on most matters before the Board.
- The Board president will communicate regularly with the Superintendent.
- The Board president or designee will be the Board spokesperson.
- Only the Board as a whole has authority. Individual Board Directors will respect majority decisions and will not take unilateral action.
- Executive sessions will be conducted according to the Open Public Meetings Act. Board Directors must be aware of the legal ramifications of their meetings and comments.
- The Board will set clear goals for itself and the Superintendent per Policy 1810 and facilitate goal-setting for the Snohomish School District.
- Individual Board Directors who attend training and networking opportunities will share that information with the Board.

- Individual Board Directors will be advocates for public education, by-being well-informed, and prepared for public meetings. Board Directors will read all materials in advance of meetings and be prepared to act on agenda items.
- The Board will conduct a periodic self-evaluation.

The Superintendent will develop procedures on the operating principals for the Board.

Classification: Encouraged

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