

THE BOARD OF DIRECTORS

Operating Protocol

For the purposes of enhancing teamwork among members of the board and between the board and the administration, the Snohomish School District Board of Directors publicly commits, collectively and individually, to the following operating protocol:

- The role of the board is planning, policy-making and public relations;
- The board will not become involved in the management of the schools;
- Individual board members will commit to represent the needs and interests of all children in the district;
- Individual board members will strive to avoid any perception of a conflict of interest;
- Board members acknowledge differing points of view and will debate and resolve issues with care and respect;
- Board members agree to place items on the agenda prior to each board meeting in order to avoid surprise and embarrassment;
- Communications between staff and the board are encouraged;
- Board requests will be directed to the superintendent using the “Request for Information” form;
- The board will direct others to present their district issues, problems, or proposals to the appropriate person;
- All personnel complaints and criticisms received by the board or its individual members will be directed to the superintendent;
- Board meetings will be for consideration, information and action. Board members agree to “move the question” or “table the question” when discussion is repetitive. Worksessions will be for discussions, deliberation and direction;
- The board will consider research, recommendations, best practice and public input in their decision-making;
- The superintendent will make recommendations on most matters before the board using the appropriate format;

- At meetings the board president will be cautious of time and will consistently enforce the board's protocol for meetings;
- 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 members will respect majority decisions and will not take unilateral action;
- Executive sessions will be held only when specific needs arise. Board members must be sensitive to the legal ramifications of their meetings and comments;
- The board will set clear goals for themselves and the superintendent;
- The board and superintendent will facilitate goal-setting for the Snohomish School District;
- The board will conduct an annual self-evaluation;
- Individual board members who attend training and networking opportunities will make information available; and
- Individual board members will be advocates for public education by being well-informed, articulate and prepared for public meetings.

Adoption Date: January 14, 1998