Wyoming City Schools Board of Education
Operating Protocol

For the purpose of collaboration and efficiency among members of the Board and between the Board and the Administration, we, the members of the Wyoming School Board, do hereby publicly commit ourselves collectively and individually to the following operating protocol:

1. **Students are at the center.** We recognize that we act for the benefit of all students.
2. **Clearly state goals.** The Board and Superintendent will set clear and measurable goals: for the Wyoming City School District, for our Superintendent, for our Treasurer, and for ourselves.
3. **Practice the governance role.** The Board will emphasize long term strategic planning, policy-making, financial stewardship, and communication. The BOE will hire and evaluate the Superintendent and the Treasurer. The BOE will work hard to show trust, commitment, accountability, and the ability to practice responsible conflict resolution.
4. **Board acts only as a body.** Individual Board Members do not have authority, only the Board as a whole has authority. The Board President or designee will communicate the position(s) for the Board on Board directed issues. The board must show its ability to listen to stakeholders and speak. We must also be aware of, and responsive to, the Sunshine Laws.
5. **Communication between stakeholders and the Board is encouraged.** Special requests made to the Board, personnel complaints, or criticisms are to be directed to the Superintendent. We endorse the "How to Communicate with Us" process. We support and model the goal for all WCS staff to approach their work with students, families, and community members with a customer service approach.
6. **Written and electronic communication** to the Board will receive a response from the Board President or such other person as designated by the Board President in a timely manner. Copies of communications and responses will be made to all Board Members, the Superintendent, and the Treasurer at the time of communication. Copies shall be kept on file or in an electronic file as appropriate.
7. **Committee Work.** In December, prior to the January Organizational meeting, current and newly elected Board Members may request committee assignments to the current Board President. At the Organizational meeting, the newly elected President and the Board will recommend committee structures and member assignments.
8. **The Board President and Superintendent with the Treasurer shall prepare all agendas for meetings** of the Board. All members may request agenda items.
9. **Speak to agenda issues.** We agree to speak to the issues on the agenda and encourage discussions through vigorous yet constructive debate that values the opinions of all. Diversity of opinions will be encouraged and respected through actions and words. Facts and information needed from the administration will be referred to the Superintendent in a timely manner prior to meetings.
10. **Responsibilities.** The Superintendent should make recommendations, proposals or suggestions on most matters that come before the Board. The Treasurer should make recommendations, proposals, or suggestions on matters pertaining to fiscal management.

Wyoming City Schools Board of Education

Jeanie Zoller, President
Kara Broderick, Vice President
John Feldmeier
Illya Thomas
Heather Yee

(Original version from July 2013)
(Revision August 2019)
(Affirmed August 2022)