



DOVER, SHERBORN, AND DOVER SHERBORN REGIONAL SCHOOL COMMITTEES PROTOCOLS & NORMS

Updated January 13, 2026

For the purpose of effective governance and enhancing teamwork among members of the School Committees and between the School Committees and the administration, we, the members of the Dover, Sherborn, and Dover Sherborn Regional School Committees collectively and individually adopt the following operating protocols and norms:

- The School Committees will represent the needs and interests of all students in the Districts and will establish a vision, create policies, allocate budgets, and assure accountability to sustain continuous improvement in student achievement and well-being. We will dedicate ourselves to seeking and supporting thoughtful solutions that put students first, and that foster our districts' dedication to inclusive excellence.
- We will operate transparently and respectfully, and we will make every effort to ensure that Committee meetings are effective and efficient. We will come to each meeting prepared to engage in thoughtful discussion, having read and digested materials prior to the meeting, and ready to render action where required.
- We agree that discussion will be limited to the agenda, and time will be dedicated during each meeting to designate future agenda topics.
- We will base our decisions upon facts and data, avoid bias (as defined in Policy Manual § ACAB), vote our convictions, and uphold and support the decisions of the majority of the Committee once a decision is made.
- We acknowledge that it is the responsibility of the Superintendent to manage the day-to-day operations of the districts and to oversee the hiring, evaluation, and handling of personnel matters; it is our responsibility to evaluate the Superintendent's effectiveness in these areas and in carrying out the vision identified by the School Committees.
- We will channel requests for information, reports, and data through the Superintendent and Chair, rather than directly to staff. Where appropriate or necessary, further action or response will be coordinated between the Superintendent and Chair in a reasonably timely manner. In turn, it is our expectation that the Superintendent will ensure each member has equal access to information in a timely manner.
- When we receive information in our role as parents, we are expected to address it through the same channels available to all families (e.g., teacher, principal, or district administration). Such information does not obligate us to act as Committee members. If the matter involves a broader



concern affecting multiple students or district operations, we may raise it with the Superintendent or Chair, but must not act unilaterally.

- We acknowledge that School Committee meetings are held in public. We will welcome community members to attend our meetings and to participate during public comment.
- We recognize the importance of proactive communication with the Superintendent and commit to ensuring there are 'no surprises.' If questions or concerns arise, we will contact the Superintendent and Chair in advance of the meeting.
- We will encourage debate and different points of view, speak with care and respect, and treat administration, staff, community members, and each other with dignity. We will maintain collegiality and respect even and especially in times of disagreement.
- We will lead by example and work to build trust among and between Committee members, administration, staff, and the community.
- We will maintain the confidentiality of privileged or sensitive information and respect the Open Meeting Law.
- We acknowledge that our authority exists only when a quorum of the Committee meets, and while we may share our personal perspectives, we must clearly indicate when we are speaking as individuals and not on behalf of the Committee unless explicitly authorized.
- We recognize the importance of professional growth and development and agree to participate in experiences to further our knowledge and understanding and to advance the work of our schools.
- We commit to annual review of these protocols and norms, to honoring them, and to taking responsibility for reminding each other if we get off track.