

# Reardan-Edwall School Board Operating Protocol

For the purpose of enhancing teamwork among members of the board and the board and administration, we, the members of the Reardan-Edwall School Board, do hereby publicly commit ourselves collectively and individually to the following operating protocol:

1. **Student needs come first.** The board will represent the interests of all the students of our district.
2. **Don't spring surprises on other board members or the superintendent.** Surprises are the exception, not the rule. We agree to request an item be placed on the agenda in advance rather than bring it up unexpectedly at the meeting.
3. **Agenda requests.** To place an item on the agenda, we agree to call or email the board chair.
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. While the Board is eager to listen to constituents and staff, each inquiry is to be referred to the person who can properly and expeditiously address the issue. Staff interactions are outlined in Board Policy 1620 & 1620P.
5. **Annually commit to a board self-assessment/evaluation.**
6. **Clearly stated goals.** The board will set and support clear goals for themselves and the superintendent. The board and superintendent will set clear goals for Reardan - Edwall School District.
7. **Board acts only as a body.** Individual board members do not have authority. Only the Board as a whole has authority. Individual members will support the decision of the board.
8. **Hold efficient and effective board meetings.** Board packets should be ready on Friday in advance of the board meeting. Updates will be made no later than 24 hours before the meeting. Board members agree to review packets and ask questions prior to the meeting. A request to pull an item from the consent agenda will be made in advance of approval of the agenda or prior to the meeting. Board meetings will begin on time.
9. **Executive sessions are confidential.** We will not share with family members, friends, or staff.
10. **New hire and contract approvals.** A board member will serve on all teacher, administrator, and head coach hiring committees. A board member may serve as an observer on bargaining committees.