

CONCORD PUBLIC SCHOOLS CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT

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CONCORD AND CONCORD-CARLISLE SCHOOL COMMITTEE

OPERATING PROTOCOLS 2026-2027

We believe that our students should be at the center of every decision we make. To that end we will work within these operating protocols to provide the most support for our district. For the purpose of enhancing teamwork among members and representatives of the Concord and Concord-Carlisle School Committees and between the School Committees and the Administration, we, the members and representatives of the Concord and Concord Carlisle School Committees, do hereby publicly commit ourselves collectively and individually to the following operating protocols that offer further guidance to our approved policies.

1. The Superintendent and the School Committees' primary responsibility is to represent and advocate for the needs and interests of all students in the districts. School Committee members and representatives agree to thoughtfully seek and support solutions that will provide the greatest benefit to students.
2. We acknowledge that School Committee meetings are business meetings that are held in a public setting.
3. A School Committee member or representative's authority is derived only through a majority decision of the Committee at a properly posted meeting.
4. It is the responsibility of the School Committee to model appropriate behavior for the entire District and make every effort to promote a positive image for our school system.
5. The School Committee will agree upon up to four annual SMART goals evaluated quarterly.
6. The School Committee will exercise leadership, vision, policy-making, and advocacy on behalf of all students, while the Superintendent and Administration will manage the operations of the schools.
7. School Committee members and representatives will channel their questions and requests for information, reports, and data through the Chairs and as deemed necessary through the Superintendent. The Chairs and Superintendent will ensure that all members are kept abreast and informed of members' questions, and have equitable access to information.

8. School Committee members and representatives will attend meetings well prepared to discuss issues on the agenda. Members and representatives will contact the chairs in advance of meetings if they have concerns about an agenda item, topic, or process.
9. The Superintendent and the School Committee will avoid surprises wherever possible. If School Committee members or representatives, or the Superintendent have questions or concerns, they will contact the Chair(s) as soon as possible.
10. School Committee Chairs will strive for efficient and well managed meetings. School Committee meetings are for decision-making, action, and votes. We agree to move the question when discussion becomes repetitive.
11. Once the School Committee has taken action, School Committee members and representatives will support the official position of the School Committee.
12. School Committee members and representatives will refer constituents to the appropriate administrator and notify the Superintendent through the Chairs when listening to a concern rather than trying to manage it themselves.
13. The School Committee will encourage debate and differing points of view. Our debates will be conducted with care and respect, will maintain confidentiality when appropriate, and adhere to the Open Meeting Law.
14. The School Committee Chair (or designee) will represent the School Committee to the media. Should another School Committee member or representative be approached by the media, they will refer the matter to the Chair. Chairs will keep members and representatives abreast of media inquiries and responses.
15. The School Committees will review and revise its protocols annually.


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