

Richmond School District Board of Education Meeting Norms

Purpose

- We (Board of Education, staff, and administration) want to build trust and move the district forward.
- We want to create a district culture that supports positive change.
- We want to become an effective team with a common, focused direction.

Roles and Responsibilities

1. We will “pass” or “pass for now” if we are not ready or willing to respond to a question. No explanation is required.
2. We will respect and understand the distinction between Board of Education and District Administrator/staff roles allowing individuals to achieve district goals.
3. The District Administrator is accountable to the full Board of Education. The relationship between the District Administrator and any individual Board member is collegial not hierarchical, based on mutual respect for their complimentary roles.
4. When someone complains to us, we will listen carefully. We will direct that person to the district employee most appropriate and capable to resolving the concern. We will communicate the need to share the chain of command, (i.e. the teacher, then principal, then the District Administrator, and then the Board of Education) and will make them aware of forms and policies that might provide assistance.
5. We will follow the rule of “no surprises.” Neither the District Administrator nor the Board of Education will be surprised during or between meetings.
6. Make decisions only after all the facts bearing on a question have been presented and discussed.
7. Keep in mind the District’s educational philosophy and goals when making decisions on the Board.
8. Respect the opinion of others and conform to the principle of majority rule once a decision is made and promote the implementation of that decision.
9. Recognize that only the Board President or other person(s) specifically designated by Board policy may speak for the Board.
10. Assume positive intent by all participants.