



WASHINGTON COUNTY SCHOOL DISTRICT GOVERNANCE TEAM NORMS AND PROTOCOLS

We agree to:

Operate in a manner that reflects:

- Focus on student achievement
- Student-focused decision making
- Trustworthiness
- Transparency
- Consistency
- Professionalism
- Knowledge about educational issues

COMMUNICATION

- Be respectful of others' opinions and ideas
- Ongoing transparent communication
- Maintain a level of respect when we disagree with someone's opinion

CHAIN OF COMMAND

- Support and follow the chain of command
- Teacher/Staff Member
- Principal/Administrator
- Superintendent





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DECISION MAKING

- Make student-focused decisions
- Give everyone an opportunity to speak
- Be prepared to make informed decisions
- Support the board decision after the vote

SCHOOL VISITS

- Notify the superintendent at least 24 hours in advance of a school visit to any school property if it is in a board member capacity.

STRATEGIC PLANNING

- Annual review of district strategic plan
- Review of district's balanced scorecard twice annually
- Keep student achievement as the main focus
- Maintain strong shared beliefs and values





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SELF-ASSESSMENT

- Will complete an annual governance team self-assessment.
- Develop and implement action plans based on the self-assessment results.

SOCIAL MEDIA

- Be positive and mindful of how our actions on social media reflect on the whole Board and the school system.

ROLES & RESPONSIBILITIES

- Fiscally responsible.
- The board acts only as a body. Only the board as a whole has authority.
- The Board Chairperson will communicate the position of the Board as needed.

COMMUNICATION BETWEEN BOARD AND SUPERINTENDENT

- The Superintendent and Board members will communicate with each other through email, text messaging, and phone calls depending on the urgency of the situation.





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ACKNOWLEDGEMENT

I certify that I agree to follow these Washington County Board of Education Governance Team Norms and Protocols. I understand that the consequence of not following these norms and protocols will result in the following attempts to resolve the matter:

1. Board member with a concern about another board member will express the concern to the board member privately and seek to resolve the concern.
2. If the concern is unresolved, the Board member with the concern about another Board member will discuss the concern with the Board Chair and/or Superintendent privately.
3. The Board Chair will meet with the Board member of concern and remind them of their Code of Ethics, best Board governance practices, the team commitment to following the Norms and Protocols as well as any potential impact a deviation from best practices could have on the school system.
4. If the aforementioned actions, in the view of the Chair, do not bring resolution, then the Board Chair and one other Board member shall meet with the noted Board member, remind them of their Code of Ethics to follow governing policies and protocols, and seek to garner a commitment to display appropriate action.
5. If the Board Chair is the member of noted concern, the Vice Chair and/or Superintendent will hear the concern from any Board member. The Vice Chair will meet with the Chair and include the Superintendent or another Board member.

Name:

Date:

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