



Bayfield School District

Board of Education Norms and Protocols

Our primary function is to establish policy, oversee finances, make informed decisions, and set the strategic direction of the district.

Our only employee is the Superintendent of Schools.

We act as a collective body, understanding individual members have no independent authority.

We avoid conflicts of interest by declaring them when they exist, and removing ourselves from the decision-making process.

Meetings: We commit to professional behavior at all board meetings. Board members will represent the district positively and avoid actions that reflect poorly on the district. We will listen attentively to all speakers, assuming positive intent. We will model respect for all individuals.

We value . . .

- Punctuality: Arrive on time or notify the President of absences or late arrivals.
- Preparation: Review documents and attachments before meetings, seeking clarification as needed.
- Professionalism: Model respectful behavior toward all individuals, assuming positive intent and valuing diverse perspectives.
- Informed Decision-Making: Avoid prejudgment and participate in open and thoughtful discussions, focusing on agenda items and available information while allowing all Board Members to share their opinions.

The Board's agenda, a collaborative effort between the President and Superintendent, outlines the board's priorities. All Members are encouraged to submit item suggestions to both individuals.

To ensure efficiency, board meetings will be focused and timely. Decisions will be made based on available information and further discussion will occur as needed. The Board will conduct itself with civility, respect, and unity, even in cases of divided votes. All Board members are expected to support and implement decisions of the majority.



Communication: We encourage open communication between staff and the board, as per district policy. Leadership values timely and transparent communication on district matters. We'll proactively address potential issues and respect the expertise of all stakeholders. The Superintendent and staff will respond promptly to board inquiries, confidentiality will be honored, and the Superintendent will consistently inform the Board about routine and pressing items of importance to district governance.

Community Engagement: We value the input of all stakeholders and are committed to serving the needs of all students. While parents advocate for their children, Board Members must consider the broader needs of the entire school community.

We . . .

- Listen to all concerns, recognizing potential bias.
- Ask clarifying questions and model respectful behavior.
- Refer concerns to appropriate staff or the Superintendent, respecting the **Chain of Command**.
- Direct stakeholders to relevant policies.
- Unify communication through the Board President, who will communicate the board's official position on controversial issues after conferring with all Members.
- Understand individual Members do not speak on behalf of the Board without authorization.
- Clearly define Board member roles when they serve on committees
- Always adhere to the Board's statutory and policy duties.

Regarding **Chain of Command**, the last stop, not the first, will be the board. We follow the chain of command and expect others to do the same. Additionally . . .

- The Board encourages respectful communication, following established procedures.
- Staff and community shall direct inquiries to the appropriate individuals.
- Complex or politically sensitive requests will be directed to the Superintendent.
- Personnel complaints and criticisms will be addressed by the Superintendent.

Agreement Reached: November 2, 2018

Revised: January 14, 2025