LaGrange SD 102
Board-Superintendent Communication Expectations
Updated June 12, 2025

This board expects:

- To receive regular communication from the superintendent monthly as needed via email and every other week in the summer months.
- To be notified by email as soon as possible in the event of an emergency as deemed appropriate by the superintendent.
- To receive board packets and supporting documentation **six (6) calendar days** before the scheduled meeting.
- To receive regular monthly expenditure reports.
- That all board members will receive the same information. One member's request for additional information results in all members receiving or having the same access to the information ("One gets, all get.")
- That board members will treat each other and staff with respect.
- That the superintendent and staff will treat all board members with respect.
- That reasonable requests for additional information will be satisfied in a timely manner.
- That there will be no surprises. No one gets surprised at any time – in the meeting or between meetings. The truth of no surprises is respect for all participants and the process.

This superintendent expects:

- That requests for additions to the agenda will go to the **Board President and Superintendent** and be received at least **three (3) days** before the meeting. The board of the whole will agree to put an item on a future agenda before significant staff time is expended. If placing an item on an agenda is in question, the item will be placed on an agenda when a minimum of 3 board members agree to include the agenda item for discussion, or 4 board members for an action item.
- That direction is only given at board meetings when a majority of the board votes to give direction.
- That board members will be respectful toward staff and be respectful of staff's time.
- That board members will read all supporting documentation before the board meeting.
- That board members will contact the **Superintendent with a "cc" issued to the Board President** with questions about agenda items or supporting materials at least 3 days before the scheduled board meeting.
- That board members will **"cc" the Board President** on all questions to the superintendent.
- That there will be no surprises. No one gets surprised at any time – in the meeting or between meetings. The truth of no surprises is respect for all participants and the process.