



Board Operating Agreement

Board Roles and Responsibilities

1. The interest of children comes first. The board will honor its trustee role in representing the needs of each child and their family in our district using equitable practices in governance.
2. Focus on governance: observe governance policies and the board's fiduciary responsibility, cultivate a long-range vision for education through periodic strategic planning and annual goal setting, set expectations through policymaking, adopt curriculum, and monitor district/superintendent performance.
3. The board and superintendent will participate annually in establishing goals and strategies for the board. The district will use these goals to focus the attention and effort of the governing body.
4. Annually, conduct a self-assessment/evaluation. The board will improve its behavior and practice by yearly self-evaluation and by addressing itself to any individual problems through consultation and training and upholding the expectations in [Policy BG-7 Governing Style](#).

How the Board Operates and Makes Decisions

5. The work of the board will be conducted with care and respect. Board members strive to assume positive intent and will actively cultivate an environment where matters before the board can be discussed openly and collaboratively addressed.
6. Own the collective decision-making process. Decisions of the board will be upheld, and the voice of all board members will be heard. Once a decision is made, board members will accept the decision of the majority, both in the boardroom and in the community. Board members will respect the institution of the board when voicing dissent.
7. Practice efficient decision-making. Board meetings are for decision-making, action and votes. The board agrees to move to the question when discussion is repetitive. The board will use work session meetings to allow board members to learn about and discuss important topics.
8. Surprises at board meetings will be avoided, and board members will keep the chair and superintendent aware of emergent topics. Requests for agenda items and for information requests that commit a significant amount of staff effort will be addressed to the chair. Board leadership will keep board members apprised of agenda planning.

How the Board Communicates

9. Recognize the role of the chair to speak for and about the board to the press and public groups. The chair responds to group email sent to the board. Nevertheless, board members will be mindful that they represent the board in the public eye and that no individual board member has the authority to speak for the board, save for the chair.
10. Board leadership will keep the board apprised of the logistical matters about meetings and upcoming topics. Board members will ask questions prior to meetings and will come prepared to fully participate.
11. Board members will meet informally with one another should a misunderstanding or problem develop between them and strive for ongoing communication.

Salem-Keizer Public Schools does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, marital status, age or disability in its programs and activities.