



## Cornwall Central School District Board of Education

### *Guiding principles for the way we work:*

- Students come first.
- We will strive for consensus rather than majority.
- We will seek first to understand, then to be understood.
- We will model what we hope our students and community will be.
- We will respect others, suspend judgement and assume goodwill.
- We will disagree agreeably.
- We will speak candidly to move the work forward.

## **Cornwall Central School District Board of Education** ***OPERATING GUIDELINES***

### **Before the BOE Meeting members will:**

- Refer all persons with positive or negative comments regarding school district operations to the Superintendent who will then refer them the proper staff person or administrator directly responsible for the operational activity.
- Focus on the Board's role and not become involved in the day-to-day operations of the school system. Members will not engage in the resolution of problems; rather we will refer these concerns to the Superintendent.
- Submit agenda items a week in advance of the meeting so the Superintendent can gather pertinent information. Additional questions may still be presented during the Board meeting, as necessary.
- Ensure there is adequate time for Board members to prepare and review all relevant materials, information, data, etc. related to the agenda items.
- Request information from or through the Superintendent, and only from staff members with the prior knowledge of the Superintendent.

### **During the BOE Meeting members will:**

- Ensure they are fully prepared, on time and ready to participate.
- Avoid springing any surprises on other members or the Administration.
- Once recognized by the Board President, ensure that each board member is allowed to speak without interruption.
- Be respectful to each other; be succinct in comments, and avoid the repetition of comments already made by other board members unless appropriate and germane.
- Model the behaviors the Board expects of students, staff, and community members.
- Before committing to a position on an agenda item or issue make sure all relevant information has been presented, including the Superintendent's recommendation.

### **After the BOE Meeting members will:**

- Support the decisions of the Board and will not work to undermine Board decisions or encourage others to do so.
- Abide by the confidentiality laws of executive session and ensure all documents, records, reports, etc. are treated in accordance with applicable laws, regulations, policies, etc.
- Use social media as a tool to promote positive and important news about the school district while being mindful of how our actions on social media reflect on the whole board.
- The board president (or vice president, as appropriate) will respond to any and all official and public inquiries directed to the full board; providing official statements and responses on behalf of the full board. Leadership should solicit input from the entire board for non-routine matters, especially those which require a board-level statement.