

NSSEO Governing Board Protocols

September 21, 2021 (revised)

Speaking with one voice

- No Board member has the authority to act or speak on behalf of the board without the consent of the board.
- Board members have an obligation to express their opinions and respect others' opinions; however board members understand the importance of ultimately speaking with one clear voice and supporting the decision of the majority.

Concerns from the community and staff (“Customer” concerns)

- Board members will listen carefully, remembering they are only hearing one side of the story.
- Board members will then direct that person to the person in the district most appropriate (Chain of Command) who is able to help them resolve their concern.
- Board members handling concerns in this manner will clarify that one board member has no individual authority to fix a problem.
- Board members will call the superintendent if they think this is an issue of concern.

Spokesperson for the Board

- The board president is the spokesperson for the board to the media, per board policy.
- The superintendent is the spokesperson for the district.

Putting items on the agenda

- Board members will contact the president with suggestions to the agenda. If board members email the president, they will “cc” the superintendent.

Board member request for information

- When an individual board member requests information, the superintendent will determine if it's appropriate that it be provided to all board members.

Asking general questions or questions about items on upcoming meeting agendas

- Whenever possible, board members will contact the superintendent prior to the meeting with questions. Board members will “cc” the board president if the question is sent through email.
- Board members understand that although they are asking the question(s) prior to the meeting, they have a right to ask the question(s) at the meeting as well.

New board member orientation

- New governing board members will be asked if they would like to be assigned a mentor to help them in the transition as a new member.

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Use of electronic communication

- Board members will be judicious in their use of electronic communication with respect to district business and understand that most electronic communication is subject to the Freedom of Information Act and as such can be made public.
- In compliance with the Open Meetings Act, Board members will not “reply to all” to any district email.
- A board member may discuss district business in person, phone call, text, or email with only one other board member at a time.

Social Media

- Board members recognize that while we may be giving our individual opinion or stating a fact on social media, it has the potential to impact the entire board.
- Board members will not post rebuttals/responses/corrections to district-related social media posts.