



## Board of Director's Policy Governance 200 Series

**Policy # 200.10**

### **Board Conduct Ground Rules**

It shall be policy that the following standards are applied by in PCCS Board meetings and other communications.

- A. The Board shall observe all provisions of the Open Meetings Act (OMA) in all its deliberations, one-on-one conversations, email communications and all other Board business. The Board shall review the OMA at least annually to ensure understanding.
- B. The Board shall also observe all State and Federal statutes and applicable regulations.
- C. The Board shall abide by the School's Bylaws. A copy of the bylaws is accessible on the school's website for reference at Board meetings.
- D. The Board in its governance functions shall always be mindful of:
  - Keeping the educational wellness of the students as the first and greatest concern.
  - Observing the school's charter, mission, vision and strategic plan.
  - Ensuring that the charter contract is upheld.
- E. All Board members are aware of and abide by the procedures of board meetings as outlined by the agenda in concert with OMA regulations (consent agenda, public comment, closed session, etc.)
- F. All Board members respect the confidentiality of information that is privileged under applicable law and recognize that the confidentiality agreement extends in perpetuity.
- G. The Board speaks with one voice. including the following:
  - The President or a person designated by him/her responds to any inquiries or comments from the public, media, government agencies, and consultants.
  - Board members are guided by the principle that an individual member has no authority by him or herself. In communication outside board meetings, individual members must make it clear that they are expressing a personal opinion.
  - If parents or members of the public approach individual Board members in order to make a recommendation or influence a decision, the Board members will request that the person communicate with the President (in public comment or by email to the Board address). The intent is to avoid misunderstandings regarding what is being communicated individually (both ways).
  - Board members refrain from all communications that express or imply criticism of another board member, staff, parent or student including responses to someone else's criticism or accusation. Validity is not the issue; respectful conduct is.
- H. Board member responsibilities regarding meetings include:
  - All Board members make every effort to attend regularly and for the full duration of the meetings.
  - Board members let the President or the Committee Chairman know as early as possible, if they cannot attend a meeting.
  - The Board renders all decisions based on the available facts and does not surrender its judgment to individuals and special-interest groups.
  - All Board members uphold the majority decision of the Board even though they may be in the minority regarding a decision.

- Board members come prepared and informed concerning the agenda of the meeting.
  - Members work at self-regulation, making their input clear and concise.
  - Board members are respectful toward and supportive of each other. When disagreements arise, we regard that as a potential source for creativity and work hard to remain open to other perspectives. With each person's general permission, we remind each other when it appears that someone is "locked in" to his or her views.
  - We do our best to manage our emotions so they do not obstruct meeting progress. In open meetings, no criticism or other negative comment will be made about anyone.
  - We agree to pay full attention to the proceedings and not to be or cause others to be distracted by cell phone calls and other matters.
  - Board members inform themselves about current educational issues through individual study and by participating in appropriate programs.
- I. Public comment: We welcome this and consider it seriously, but we cannot respond immediately since it would mean that we do not speak with one voice.
- In concert with the PBIS rules of conduct, all Board members will listen respectfully. They do not indicate specific personal reactions to any opinion or request during public comment.
  - If the President or meeting chair decides that an immediate response is needed and can be made during public comment, s/he will refer it to the appropriate person for a brief, clear response. This must not turn into an opinion exchange.
- J. In order to allow more public input, the Board welcomes written comments or inquiries submitted before the meeting.
- K. Meetings and gatherings other than board meetings are opportunities for exploration, communication and learning. Open exchanges will be encouraged. Decisions, policies or procedures are not part of these meetings.
- L. Individual commitment by Board members:
- We will not grant special favors or unfair privileges to anyone .
  - We refrain from using the Board position for personal or partisan gain and avoid any conflict of interest or the appearance of impropriety.
  - We report through appropriate means and channels, any apparent or actual misconduct or neglect of duty is and as soon as that is discovered.

### **Adoption Dates:**

Adopted: August 29, 2006

Revised and Adopted: March 24, 2009

Revised and Adopted: December 2014

*Cross Reference Policy 200.15*