

Working with Your Board

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Feel free to enter questions and comments into the chat box.



What do you know?

- Have you ever been on a board before? Held a publicly elected office?
- Did you ever receive any training while in school or college about how to work on a board?
- Do you wonder how it is supposed to work?
- Do you get frustrated? Have questions?



Board Structure

How the Board Functions

- [Agenda Development](#)
- [The Board Meeting Packet](#)
- [Meeting Guidelines and Parliamentary Procedure](#)
- [Board Bylaws](#)



Agenda Development:

- When are issues serious enough to bring to the Board?
 - How do you get an item on the agenda?
 - What happens if you don't?

Calendars for the year

- Business Meetings
- Work sessions

Agenda Helpers

- Annotate with Policies
- Consent Agenda



The Board Meeting Packet:

How do School Boards get information in order to make decision?

- What information?
- How much?
- Who decides?
- What if it isn't enough?

Committee assignments, function and role

- Do we have enough to talk about it all over again?



Meeting Guidelines

- Parliamentary Basics
- Meeting Guidelines
- When I'm in the minority of the Board, how can I influence the other Board members to consider my point of view?



Board Bylaws

- Your Ground Rules
- Your Expectations
- Your Processes
- Your Responsibilities



If nothing else, know where to look for answers in your bylaws!



Board Process

How the Board Works as a Team

- Communication
- Dialog and Debate
- Commitment to a Vision
- Development of Trust



Communication

Communicating with your colleagues

- Seeking Clarification
- Information/Rumor check

Ground Rules for Discussion

- Process
- Content
- Perception Check



Communication

What information is considered confidential? What can or can't School Board members reveal to each other?

- Board Bylaw 9011 – Confidential information which is produced for or which comes out during executive sessions of the Board shall not be divulged or released unless a majority of the Board agree to release the information, subject to applicable laws regarding executive sessions and confidential records.
- Any board member who releases confidential information contrary to the provisions of this bylaw may be publicly censured by a majority vote of the board.



Communication

Can Board members communicate with each other via email?

- Board Bylaw 9012 – E-mail to, by, and between Board members, in their capacity as Board members, shall not be used to conduct Board business...
- There is not expectation of privacy for any messages sent or received by email. Board members should keep public and personal communication totally separate.



Communication

Is it okay to talk to Board members outside the board meeting?



Dialog and Debate

- Civility and Directness
- Reasoned Arguments
- Workshops for Depth



If I disagree with Board members, or the superintendent, what is the best way to make my feelings known?



Commitment to a Vision

How does the Board assess its effectiveness?

- Creating a Vision
- Establish a Structure
- Advocate for the Vision
- Hold itself Accountable
- Review its Conduct and Ethics



Trust: CORE Principles

- Competence:** Perform the job
- Openness:** Share and receive information without judgement
- Reliability:** “Walk their Talk”
- Equity:** Impartial

Dr. Larry Reynolds, the Trust Effect



Development of Trust

What activities can the board initiate or recommend to increase individual and/or team:

- Openness?
- Reliability?
- Equity?



Questions



Email Tiffany Jackson at tjackson@aasb.org

