



Inglewood Unified School District Governance Team Protocols

Purpose

The purpose of these protocols is to outline the professional standards by which the Board of Education and the Superintendent are to function as a team. There is no intention to abridge the rights and/or obligations of Board members to oversee the operation of the district, nor to interfere with the Superintendent in their role as the chief executive officer of the district. Where the term “Superintendent” is used in this document, it refers to the County Administrator. It is recommended that the Board of Education review these protocols annually.

General

1. Every action by a member of the team should be directed toward improving the educational program for students. Learning and achievement for all students will be the primary focus of the team.
2. Team members will exhibit behavior that is honorable, honest, ethical, and dedicated to the success of the students and personnel of the district.
3. Team members will ensure that communication regarding potential action items will comply with the Ralph M. Brown Act (California Government Code 54950 et seq.) requirements.
4. All district conversations on related matters, e.g. Closed Session, personnel, etc., will remain confidential.

Board of Education

5. Board Members will govern in a dignified and professional manner, treating everyone with civility, dignity, and respect.
6. Board Members will develop and communicate a unified vision and message to all stakeholders.
7. Board Members will differentiate between their personal opinion(s) and the majority position when addressing the public and the media.
8. Board Members will seek to compromise and achieve consensus while honoring the right of the individual members to express opposing views and vote their convictions.
9. Once an action is taken, Board Members will respect the majority decision.
10. Board Members will be mindful of the time, role, and responsibilities of the Superintendent and staff.

11. Board Members are encouraged to visit schools and district sites, and to attend school functions.
12. Board members will establish annual expectations, goals, and outcomes consistent with the Local Control and Accountability Plan (LCAP) and governance team action plans. These student outcomes will be presented by the Superintendent and staff.

Superintendent

13. All aspects of personnel are the responsibility of the Superintendent who will bring recommendations to the Board of Education for action.
14. Individual requests for updates, reports, surveys, projects, etc., will be directed only to the Superintendent and responses will be directed to the entire Board of Education.
15. New issues will be referred to the Superintendent.
16. Any new complaint or issue relayed to a Board Member is to be referred directly to the Superintendent who shall provide information and/or a resolution of the matter to the entire Board of Education.
17. The Superintendent will inform the Board Members in a timely manner of any significant district incident that may require a response or explanation.
18. Questions regarding Board agenda items are to be communicated to the Superintendent prior to the Board meeting and the Superintendent will respond in a timely manner. There should be no surprise topics or issues brought forward during a Board meeting.
19. Any rumor and/or information from anonymous sources are to be reported to the Superintendent who, upon review, will provide an update to the Board of Education.