

LAKE TAHOE UNIFIED SCHOOL DISTRICT RESOLUTION NO. 2016/17-20

RESOLUTION TO ADOPT BOARD GOVERNANCE UNITY OF PURPOSE, NORMS, AND PROTOCOLS

WHEREAS, the intent of these governance norms and protocols is to build unity, create a positive organizational culture, and improve the effectiveness of the Board's leadership and governance.

WHEREAS, because boards can only perform their governance work at board meetings, and they have limited time and often extensive issues that require their attention, the efficiency of these meetings is critical to effective governance.

WHEREAS, high performing governance teams operate on established Board norms and protocols which act as guidelines for the conduct of effective Board-Superintendent relations and Board meetings.

WHEREAS, the Board of Education and the Superintendent of Lake Tahoe Unified School District, has agreed upon the following Unity of Purpose, Norms, and Protocols, which shall be reviewed and updated as changes in Board composition and Superintendent leadership occur.

Unity of Purpose and Norms

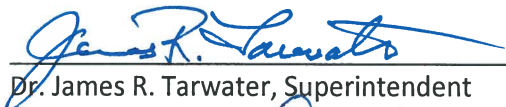
1. We keep the District focused on learning for all students.
2. We arrive on time, focused, and prepared for meetings.
3. We review all provided documents and back-up materials before deliberating an issue.
4. We conduct our discussions professionally, exhibiting attentive listening, mutual respect, politeness and calm, despite different opinions.
5. We are respectful and supportive of one another.
6. We solicit and seriously consider the views of each trustee.
7. We ensure opportunities for the diverse range of views in the community to inform board deliberations.
8. Once the Board acts, we speak as one in support of our decisions.
9. We acknowledge that how we conduct ourselves sets the tone for the entire District.
10. We assume everyone is in the room because they care about public education.
11. We assume best intentions.
12. We support opinions with evidence.
13. We focus on the issues at hand and do not have side discussions or involve other issues.
14. We put aside personal and political preferences and opinions in our deliberations – students' needs and priorities drive our decisions.
15. We recognize and appreciate the professional judgment of our staff and their commitment to our schools and students.
16. We maintain confidentiality of closed session issues.
17. We understand the distinction between the Board and District staff roles and delegate administrative functions to the Superintendent.

Board Protocols

1. We will contact the Superintendent or Chief Business & Operations Officer for clarification about board items or issues prior to the Board meeting.

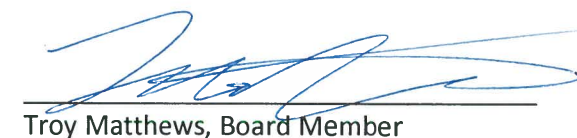
2. The Superintendent will reply to requests for information pertaining to Board agenda items in a timely and efficient manner.
3. Individual requests for reports, surveys, projects, etc. will be directed only to the Superintendent and responses will be directed to the entire Board. Board Members will self-monitor their requests to ensure that one member's requests will not divert an inappropriate amount of time from staff efforts to achieve District goals.
4. Requests for items to be placed on the Board Agenda should be made in writing to the Superintendent or designee with supporting information and documentation at least one week before the next scheduled meeting date. The Request to Agendize will be placed on the upcoming Board agenda for discussion and vote to agendize the item. Requests to Agendize received later than one week prior to a Board Meeting will be placed on the next agenda.
5. Any Board member approached directly by a person with a complaint should refer the complainant to the Superintendent or designee so that the problem may receive proper consideration and be handled through the appropriate district process. Upon resolution of the complaint, or other disposition, the Superintendent or designee will provide a response back to the Board member.
6. We contact the Superintendent and principal ahead of time to arrange a formal visit to a school. Members will be cautious about encroaching on the learning environment and to assist in this matter, the Superintendent will ensure principals and teachers know that a teacher does not need to interrupt his/her lesson when a Board Member visits a classroom.
7. We will attend District functions at our "adopted" school sites as often as possible to maintain high visibility and show support for school and District programs.
8. The Board President and Superintendent are designated spokespersons for the Board with the media.
9. The Board may establish Board committees as necessary. The Board shall determine the duties of the committee at the time of its appointment and it shall act only in an advisory capacity. When its duties have been completed, the committee shall be dissolved. Board committees conduct their meetings in accordance with the Brown Act.
10. In cases of emergencies, it is the responsibility of the Superintendent to inform the Board immediately of any information crucial to the well-being of the students, school, District or staff. It is the responsibility of the Board to share with the Superintendent the same crucial information.

Adopted this 14th day of February, 2017, at South Lake Tahoe, California.


Dr. James R. Tarwater, Superintendent


Barbara Bannar, Board President


Angela Swanson, Board Clerk


Troy Matthews, Board Member


Larry Reilly, Board Member


Bonnie Turnbull, Board Member

**LAKE TAHOE UNIFIED SCHOOL DISTRICT RESOLUTION NO. 2016/17-15
RESOLUTION IN SUPPORT OF PROFESSIONAL GOVERNANCE STANDARDS**

WHEREAS, local boards of education are entrusted by their diverse communities to uphold the constitution, protect the public interest in schools and ensure that a high quality education is provided to each student; and

WHEREAS, local boards must govern responsibly and effectively on behalf of the students and communities they serve; and

WHEREAS, the California School Boards Association has developed a set of Professional Governance Standards which describe the commonly agreed upon principles of effective governance in three interrelated categories; and

WHEREAS, these Professional Governance Standards reflect consensus among hundreds of school board members, superintendents and other educational leaders throughout the state, and are based on research and the CSBA Effective Governance System; and

WHEREAS, the intent of these Professional Governance Standards is to enhance the public's understanding about the critical responsibilities of local boards and to support these boards in their efforts to govern effectively; and

WHEREAS, as a corollary to the CSBA Professional Governance Standards, a team of California superintendents including the ACSA Superintendents Committee and the CSBA Superintendents Advisory Council has developed a set of Superintendent Governance Standards, to be included as part of the Professional Governance Standards adoption; and

WHEREAS, The Professional Governance Standards will be utilized to help enhance our District's effectiveness and to help our local communities and parents to better understand the structure and function of the School Board and Superintendent; now, therefore be it

RESOLVED that the Lake Tahoe Unified School District hereby adopts the CSBA Professional Governance Standards for its Board of Education and Superintendent.

PASSED AND ADOPTED THIS 13th day of December, 2016 at a regular meeting of the Board of Education, by the following vote:

AYES: Barbara Bannar, Angela Swanson, Troy Matthews, Larry Reilly, Bonnie Turnbull

NOES:

ABSENT:

Attest:


Clerk of the Board