

Board Policy 1110 – Board/Superintendent/Staff Relations

- 1.) The Superintendent will inform Board members when the Superintendent is considering a major initiative or when the Superintendent will be recommending personnel changes or appointments at the Principal or Executive Director level or above.
- 2.) The Superintendent will post his weekly calendar on the website so that Board members (and the community) will have a general sense of what he is doing and with whom he is meeting.
- 3.) The Superintendent will initiate individual contact with all Board members on a regular basis. However, Board members are encouraged to call the Superintendent whenever there is a concern or an idea that they would like to discuss.
- 4.) Board members should feel free to call staff members any time to ask clarifying questions. It is agreed that when Board members have conversations with staff, the staff members will share this information with the Superintendent. Cathy Bisplinghoff will serve as the coordinator for tracking requests and responses to the Board. This is particularly important during the first few years of a Superintendent's tenure, so that the Superintendent has the broadest possible picture of Board interests and concerns and the functioning of the district.
- 5.) If one Board member requests significant data, reports, the Superintendent will acknowledge and review the request to determine the amount of work needed to complete the request. Staff will notify the Board members of the status of their request. If the request is completed, staff will forward the information to all Board members. If the request is not completed, the Superintendent and the Board member will work together on modifying the request or, if necessary, determining whether the Board wants to have the request filled.
- 6.) The Superintendent or his designee will attempt to notify all Board members of any emergency or potentially newsworthy event as soon as possible via email, fax, Connect-Ed and/or phone.