

SCHOOL COMMITTEE: NORMS AND BELIEFS

1. The Danvers School Committee and Superintendent represent the needs of **all** students in the district and place student interests above all others.
2. School Committee members are responsible for promoting a positive image of the Danvers Public Schools and will operate respectfully, maintain confidentiality and adhere to the Open Meeting laws. Authority exists only when a quorum of the committee meets; individual members do not have authority and cannot take unilateral action. Members will be vigilant not to violate the Open Meeting law when communicating electronically (i.e. email).
3. School Committee will honor the confidentiality of discussions held during executive session meetings.
4. School Committee meetings are business meetings held in public, not a public meeting. The Committee will make every effort to ensure that meetings are efficient and effective by following a set agenda.
5. School Committee members agree to conduct meetings with care and respect and encourage debate and differing points of view. Members are encouraged to freely express opinions, concerns and ideas.
6. School Committee members will channel requests for information through the Superintendent and School Committee Chair, rather than directly to staff. The Superintendent will ensure that each member has equal access to this information.
7. Members agree that the Superintendent is responsible for the day-to-day operations of the Danvers Public Schools and for advising the School Committee on items that come before it, as outlined in DPS Policy BDD, "School Committee-Superintendent Relationship."
8. The Superintendent and School Committee chair will prepare meeting agendas. All members will receive the agenda and meeting materials in a timely manner. Members agree that there will be "no surprises" and will contact the Superintendent well in advance of the meeting with any questions or concerns. Items will not be added to the agenda at a meeting unless it is determined by the Chair or Superintendent that it would be detrimental to delay the issue to a subsequent meeting. Meeting materials will be posted to the district's website for public access.
9. The Superintendent will provide an annual planning calendar to the Committee. If a member wishes to add an item to a future agenda, he/she will contact the Superintendent or the Committee Chair.
10. The Committee welcomes public comment and will adhere to the Danvers Public Schools policy BEDH, "Public Participation at School Committee Meetings," which will be made available to all meeting attendees.
11. Majority vote will set the direction for the district and members agree to support the official position of the Committee. Every effort will be made to provide clarity to the public on majority and "no" votes.

12. Individual Committee member requests for action should not be made as they may violate conflict of interest laws.

13. The School Committee will educate the public on the district's "chain of command" when handling complaints from the community and follow the district's policy KE "Public Complaints." Complaints from staff will be re-directed to their unions.

14. Members recognize their obligation to the media, but are aware that comments on agenda items prior to an open meeting violate the Open Meeting laws.

15. The Danvers School Committee will conduct periodic self-evaluations as outlined in DPS Policy BAA, "Evaluation of School Committee Operations and Procedures."

16. School visits should be conducted by the Superintendent. Member requests to visit a school should be directed to the Superintendent.

17. The Danvers School Committee is responsible for goal setting and planning for the district, as outlined in the DPS policy, BBA, "School Committee Powers and Duties."

School Committee Special Meeting January 21, 2015

Policy Subcommittee Meeting February 26, 2015

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