

Fern Ridge/School Board Operating Agreement

For the purpose of enhancing teamwork among members of the board and between the board and the administration, we, the members of the Fern Ridge School District Senior Leadership Team (board and superintendent) do hereby publicly commit ourselves collectively and individually to the following operating protocol:

BOARD ROLES & RESPONSIBILITIES

1. Students' interest comes first. The board will represent the needs and interests of all the students in our district.
2. Focus on governance: policy-making, strategic planning and evaluation (curriculum, district performance, and the Superintendent).
3. Legally uphold all compliance and confidentiality requirements on matters arising from board meetings and executive sessions.
4. Recognize and utilize the role of the chair to speak to the press and public groups on behalf of the board.
5. Utilize the chair and Superintendent in the development of the agenda.
6. Participate annually in establishing goals for the board and the Superintendent.
7. The board will act as ambassadors to the schools, the district, and the community.

HOW WE OPERATE & MAKE DECISIONS

8. Make decisions as a whole board only at properly called meetings. Utilize work sessions for in-depth discussion and reserve board meetings for decision-making and action.
9. Support board decisions. Once a decision is made, accept and support the decision of the majority.
10. Follow the chain of command by directing complaints to the individual most equipped to properly and expeditiously address the issue. Apprise the Board and the Superintendent of any complaints received, and the actions taken.
11. Start meetings on time and strive to avoid lengthy meetings by communicating directly and succinctly.
12. Notify the school administration before visiting a school in the role of school board member.
13. Board members are always encouraged to visit schools and attend district events when available. Board members will follow policy BG that states: "Visits to schools by board members are encouraged. School visits by Board members will be regarded as informal expressions of interest in school affairs and not as "inspections" or visits for supervisory or administrative purposes. To coordinate a visit, Board members may request assistance from the Superintendent or communicate directly with the building principal. When contacting the principal directly, Board members should copy the Superintendent on the correspondence."

HOW WE COMMUNICATE

14. Communicate directly with the Superintendent and chair when information is needed or a question arises. Specific questions concerning information contained in the board packet may be addressed to the person providing the information.
15. Only the chair will respond to group emails sent to the Board.
16. Be mindful that members represent the board in public, and that no individual board member has the authority to speak for the board.

Board Action Taken: October 20, 2025

Board Chair Signature/Date: WCA 10-20-25

Superintendent Signature/Date: [Signature] 10-21-25