

2022-23 NRSC Protocols

Introductory paragraph: The primary objective of the School Committee is continuous improvement in overall student achievement. Members of the School Committee will abide by the following protocols as individuals and as a committee:

1. The School Committee acknowledges that a School Committee meeting is a public meeting – not a public hearing. We will make every effort to ensure that Committee meetings are effective and efficient
2. It is the responsibility of the Superintendent to oversee the hiring, evaluation and handling of personnel issues; it is the responsibility of the School Committee to evaluate the Superintendent's effectiveness in these matters.
3. We acknowledge the importance of subcommittees; the School Committee and the Superintendent will utilize them to focus on a specific topic in-depth and to prepare for presentation, deliberation and possible action by the full School Committee.
4. School Committee members agree to recognize and respect that their authority exists when a quorum of the Committee meets and not as individual Committee members.
5. School Committee members recognize the Chairperson as the official voice of the School Committee.
6. School Committee members are encouraged to attend meetings on time and be well-prepared to discuss agenda items. Members who are unable to attend a meeting shall notify the Chair in a timely fashion. A quorum is required in order for the School Committee to meet.
7. All members will maintain the confidentiality of privileged information and will respect the Open Meeting Law. Violations of the Executive Session portion of the Open Meeting Law will be reported to the Massachusetts Attorney General's Office for investigation.
8. The Superintendent and the School Committee recognize the importance of proactive communication. If School Committee members have questions or concerns about an agenda item, they agree to contact the School Committee Chair in advance, or will ask the Chair at least 48 hours prior to a meeting to have an item placed on an agenda.
9. We agree that discussion will be limited to the agenda, and items will not be added to the agenda unless it is determined by the Superintendent and the School Committee Chairperson that it would be detrimental to delay the issue until a subsequent meeting.
10. The Superintendent will share an annual planning calendar with School Committee members. If a member wishes to add an item to a future agenda, he or she should make a request to the School Committee Chairperson either at the end of a meeting or at least 48 hours in advance of a meeting. If an item is not suitable for the agenda, a reason will be provided.

11. School Committee members agree to refer questions and concerns they receive from members of the school community to the Superintendent through the School Committee Chair or Subcommittee Chair, as determined by the relevant parties. The Superintendent will investigate and provide all Committee members with the information needed to respond to an issue.

12. School Committee members will channel requests for information, reports and data through the School Committee Chair or Subcommittee Chair, as determined by the relevant parties, rather than directly to staff. The Superintendent will ensure that each member has equal access to this information.

13. We recognize the importance of honoring our agreed upon norms and beliefs, and we agree to take responsibility for reminding one another when we get off track