

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NJ
PUBLIC BOARD MEETING
JANUARY 26, 2023**

RESOLUTION 4406

FOR ACTION

SUBJECT: ADOPT CODE OF GOVERNANCE BEST PRACTICES

BE IT RESOLVED, THAT The Board of Education Adopt the Code of Governance Best practices as shown below:

BEFORE a meeting:

- Be prepared by reading packets prior to board meetings (and holding administration responsible for delivering draft agendas and packet information in accordance with bylaws)
- Arrive and begin on time for meetings
- Board members are to notify the board officers and the Superintendent of in-person or virtual attendance, absence, or late arrival in advance of the meeting
- When possible ask questions ahead of time to allow administration to research requested information, questions for administration should go through the executive committee
- Respond to requests for availability or information from board members and/or administration within 72 hours
- Maintain confidentiality of information shared in advance of the meeting
- Board Members will follow the chain of command and shall reach out directly to the Executive Committee with questions for Administration and will reach out to the Committee Chair with inquiries related to committee work
- Committee Chairs will proactively reach out to the full Board one week ahead of agenda setting to request topics of inclusion for consideration.
- Committee Chairs will collaboratively work with Administrative Liaisons to ensure that District Goals are covered in every Committee Meeting
- All formal presentation slides by Board Members shall receive legal approval from counsel with respect to whether the presentation can be publicly shared.
- Board Members shall provide advance notice of new resolutions within at least three business days of the Board meeting

DURING a meeting:

- Adhere to Robert's Rules of Order during meetings
- Listen and speak with respect for others at all times, in public and in private.

- Reflect on personal comments prior to speaking to avoid duplication
- Listen with an open mind to the opinions of others and work to find consensus
- Respect the majority decision of the board
- Maintain the focus on student achievement and student growth
- Protect confidentiality of discussions during the preceding executive session

AFTER a meeting:

- Uphold all decisions of the board
- Systematic follow-through on topics and discussions from board meetings
- Understand and respect the separate roles and responsibilities of the board and the administration. Confine activities within the boundaries of the respective roles and ensure that both the administration and the board can fulfill their respective roles
- Continually develop trust among board members and with the administration

If any board member feels that another board member has violated any provision of this agreement, that board member shall personally talk with the offending board member in an attempt to resolve the issue, outside of a public meeting. If the attempt fails, the board member who feels that another board member has violated this agreement shall bring the matter to the attention of the entire board. Any concerns that arise should be dealt with immediately.

We the undersigned members of the Board of Education and Superintendent agree to abide by these objectives as a commitment to valuing education, showing good character and strong leadership to our students, staff, and community

BACKGROUND

The Code of Governance Best Practices reflects the conduct with which this Board will undertake at all public and closed board meetings, and agree to abide by as a commitment to valuing education, showing good character, mutual respect, and strong leadership to our students, staff, and community.