

# Northeastern Wayne Schools Board/Superintendent Communication Expectations

## THIS BOARD EXPECTS:

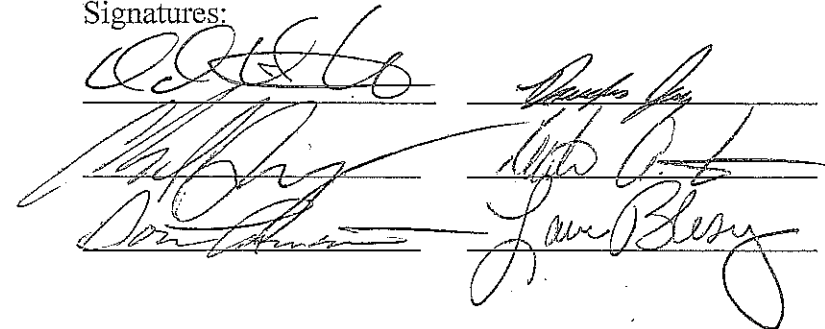
1. That board members will promptly redirect inquiries from NWS staff members and stakeholders to the superintendent and promptly notify the superintendent of the inquiry. The superintendent will promptly keep the board informed of subsequent follow-up.
2. Regular communication from the superintendent's office to the board will occur bi-weekly at a minimum.
3. To be notified via email and phone (if necessary) as soon as possible for:
  - a. school emergency (lock-down, fire, etc)
  - b. student emergency (arrest, injury, or death)
  - c. staff emergency (arrest, injury, death)
4. To receive board documents via Google docs, the Friday before the scheduled board meeting.
5. That all board members will receive the same information.
  - a. one board member's request for additional information results in all members receiving or having access to the information.
  - b. special communications are done for all board members.
6. That board members will treat each other and staff with respect.
7. That the superintendent and staff will treat all board members with respect.
8. That reasonable requests for additional information will be satisfied in a timely manner.
9. Both the Superintendent and the Board shall communicate as frequently as necessary with each other to minimize, if not eliminate, any surprises to each other.

## THIS SUPERINTENDENT EXPECTS:

1. That board members will inform the superintendent prior to visiting schools or contacting employees.
2. Requests for additions to the agenda will be received by end of day Thursday before the next board meeting.
3. That the board members will be respectful toward staff and be respectful of staff's time.
4. The board members will read all supporting documentation before the board meeting.
5. The board members will contact Superintendent or Board President with questions about agenda items or supporting materials by noon on Tuesday after they receive Board documents.
6. Both the Superintendent and the Board shall communicate as frequently as necessary with each other to minimize, if not eliminate, any surprises to each other.

Adopted: 3-26-2014

Signatures:



The image shows six handwritten signatures on a grid of six horizontal lines. The signatures are arranged in two columns of three. The top-left signature is the most legible, appearing to read 'D. J. ...'. The other signatures are more stylized and difficult to decipher. The bottom-right signature appears to read 'L. ...'.