

**TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT
SCHOOL BOARD**

GOVERNANCE NORMS

- 1. Questions about agenda items from board members prior to a board meeting are to be directed to the superintendent only. The superintendent will direct the questions to appropriate staff for a response as required.**
- 2. All board members have equal access to information provided to individual board members.**
- 3. Cabinet members may be contacted by board members regarding questions concerning the departments they supervise, but trustees should avoid direction of specific action.**
- 4. Questions and comments from board members regarding community and district issues should be directed to the superintendent and not to other staff members. The superintendent will pass them to the appropriate staff member(s) and provide a response in a timely manner.**
- 5. Board members should not go directly to principals on issues; that is the role of the superintendent.**
- 6. Emails from parents/community members asking questions or for information should be referred to the superintendent for a response. All board members will be copied on the response.**
- 7. Board members will use prudence and good judgment when entering into dialogue with individuals or groups on pending agenda items prior to public Board meetings.**
- 8. While negotiations with employee groups are being conducted individual board members will not meet with members of union negotiations teams to discuss issues related to the current negotiations process.**
- 9. Board Meeting Agendas**
 - Closed session will be scheduled for before the general meeting. A second closed session will be scheduled for after the general meeting to address any issues not completed in the closed session prior to the meeting.**

- **Superintendent's comments and recognition will be placed on the agenda prior to public comments.**
- **An initial public comment session will be scheduled for 30 minutes and, if more time is needed, carried forward to the end of the meeting. A second public comment session will be placed on the agenda at the end of each meeting. The rules for public comment will be announced at each meeting.**
- **As per Board Policy 9323(b) individual speakers shall be allowed three minutes to address the board on each agenda or non-agenda item. The board shall limit the total time for public input on each item to 15 minutes. With board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.**
- **Time limit guidelines will be placed on all items.**
- **When addressing items on the agenda that require action the president will facilitate board questions, comments and discussion. The public will then be given the opportunity to make comments following the guidelines in Board Policy 9323(b). The board will be given one final opportunity for discussion prior to a motion and vote. No further comment will be accepted from the public.**