



# SMYRNA SCHOOL DISTRICT

82 Monrovia Avenue, Smyrna, Delaware 19977

Telephone (302) 653-8585

Fax (302) 659-6290



## Board of Education Norms and Standards



**Demonstrate  
Professional and  
Ethical Behavior**



**Commitment to  
Effective  
Engagement**



**Unity in Board  
Decision Support**



**Adhere to Meeting  
Rules**



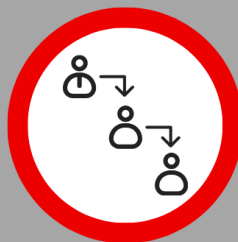
**Advocate for the  
Success of SSD**



**Be Financial  
Stewards**



**Maintain  
Confidentiality**



**Follow the Chain of  
Command**



**Communication  
Protocol**

The Smyrna School District does not discriminate in employment, educational programs, services, or activities based on race, color, marital status, creed, religion, national origin, gender, age, genetic information, sexual orientation, gender identity, disability, or any other protected category or status in accordance with state and federal laws. Inquiries should be directed to the District Superintendent.



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## Board of Education Norms and Standards School Year 2023-24

**August 20, 2023**

To effectively achieve the goals of the SSD Board of Education and to carry out the Mission and Vision of the Smyrna School District, it is expected that SSD Board Members will:

1. **Demonstrate Professional and Ethical Behavior:** Serve as a role model for students, staff, and the community by embodying the expected behaviors outlines by the Board and uphold the Smyrna School District's Core Values of *Compassion, Integrity, Perseverance, Respect, and Responsibility*.
2. **Commitment to Effective Engagement:** Board members are anticipated to come prepared and punctual to meetings. Striving to stay aligned with the agenda and focused on relevant topics is crucial. Any issues necessitating the Board's attention should be appropriately placed on the agenda. Board members will maintain regular communication with the Superintendent so we may all be on the same page, as well as utilize office hours as needed prior to the meeting. The Board will meet as necessary to discuss and vote on items requiring Board approval. Staff and guest presentations should be aimed at enhancing these discussions and shall not supplement them. All matters not requiring the attention of the Board should be directed to the Superintendent or appropriate administrator.
3. **Unity in Board Decision Support:** We will debate in many voices but govern as one. When speaking with staff, students, or the community, you represent the Board. Individual opinions, not backed by Board decisions, are personal viewpoints. Public communication from the Board should exclusively emanate from the Board President or Superintendent, unless absolutely necessary. School boards exhibit effective leadership through collective teamwork alongside the Superintendent, with each member contributing from their unique role, with strong collaboration and mutual trust.
4. **Adhere to meeting rules:** The rules contained in the current edition of Robert's Rules of Order shall govern the Smyrna School District Board of Education unless they conflict with state law or policy the Board of Education may adopt.
5. **Advocate for the Success of SSD:** Board members are District ambassadors in the community. As schedule permits, Board members are encouraged to attend community functions, school visits, and other outreach and engagement activities. Board members should work towards building open lines of communication with our legislators. Just as



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6. students are encouraged to pursue ongoing education, Board members should also actively seek opportunities to enhance their knowledge, thereby enhancing their capacity to serve the District effectively.
  7. **Be Financial Stewards:** Board members will consistently prioritize fiscally prudent choices. Collaborating with our finance director, we'll ensure adherence to state and federal regulations. Our duty is to optimize these funds to enhance the educational progress of our community.
  8. **Maintain Confidentiality:** Board members may occasionally receive sensitive information that requires confidentiality. It is expected that Board members maintain strict confidentiality regarding such information at all times.
  9. **Follow the Chain of Command:** When a Board member receives a concern that warrants investigation, they shall take the concern to the Superintendent. The Superintendent or their designee will lead the investigation and report the findings back to the Board. Concerns that do not require investigation should be channeled to the appropriate department.
  10. **Communication Protocol:** Communication directed to the entirety of the Board will be responded to by the Board President with a cc to other members to acknowledge the response. Communication that requires additional follow-through shall be forwarded to the Superintendent. They will have the appropriate department handle the need and follow up with the Board as necessary.

Smyrna School District Board of Education, Approved, August 30, 2023