

# New Mexico SCHOOL BOARD Association

Prepared expressly for the  
Board Leadership Development Program  
December 3 , 2020

# Agenda for the Training

- Welcome & Introductions
- Frame I: Board Roles & Responsibilities:
  - *Review & Lessons Learned: New Board Members*
- Frame II: Setting Norms: What, Why, How
  - *Who's making it work?*
- Frame III: Finding Balance in a Board Member's Life
  - *Share your strategies*



# Special Guests:

- **Olivia Calabaza, President NMSBA and Bernalillo Board**
- **Master Board Members**
- **First year Board Members**

# FRAME #1: Board Roles and Responsibilities

NSBA Becoming a Better Board Member: Chapter 1-Getting on Board

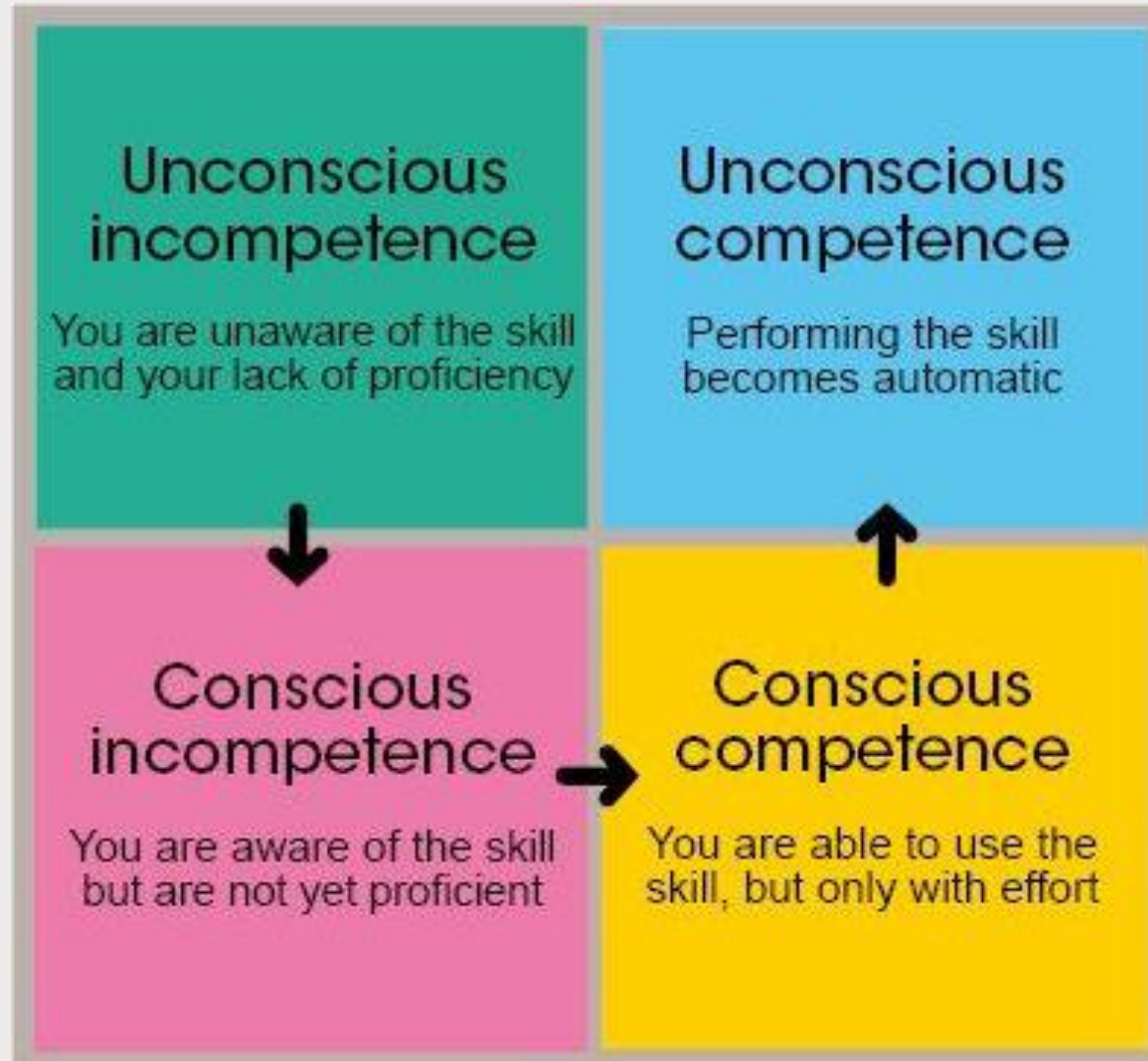


A group of five diverse children, including boys and girls of various ethnicities, are sitting together on a patterned rug. They are all smiling and looking towards the camera. The background is bright and slightly out of focus, suggesting an indoor setting with large windows. The text is overlaid on the image in a bold, black font.

**Effective Board members....**

**...commit to a vision of high expectations for student achievement and quality instruction and define clear goals toward that vision**

# Where do you find yourself on the continuum of Board development?



# Qualities of Effective Board Members.....

## **Effective Board members....**

1. ...are accountability driven, spending less time on operational issues and more time focused on policies to improve student achievement
2. ...have a collaborative relationship with staff and the community and establish a strong communications structure to inform and engage both internal and external stakeholders in setting and achieving district goals



# Qualities of Effective Board Members.....

## **Effective Board members....**

3. ...commit to a vision of high expectations for student achievement and quality instruction and define clear goals toward that vision
4. ...have strong shared beliefs and values about what is possible for student and their ability to learn, and of the system and its ability to teach all children at high levels



# Qualities of Effective Board Members.....

## **Effective Board members....**

5. ...are data savvy; they embrace and monitor data, even when the information is negative, and use it to drive continuous improvement
6. ...align and sustain resources, such as professional development, to meet district goals

# Qualities of Effective Board Members.....

## **Effective Board members....**

7. ...lead as a united team with the superintendent, each from their respective roles, with strong collaboration and mutual trust
8. ...take part in team development and training, sometimes with the superintendent, to build shared knowledge, values and commitments for their improvement efforts

# How has the Pandemic affected your Board work?

- Hiring the best Superintendent for your District
- Managing your fiduciary responsibilities
- Maintaining open, honest communication
- Policies: Write, review, revise
- School & District Facilities
- Relationship with PED





# Where are you in your learning?

What have you learned?

What have been the biggest surprises?

What would your “do over” if you could go back in time?

REPORT OUT:



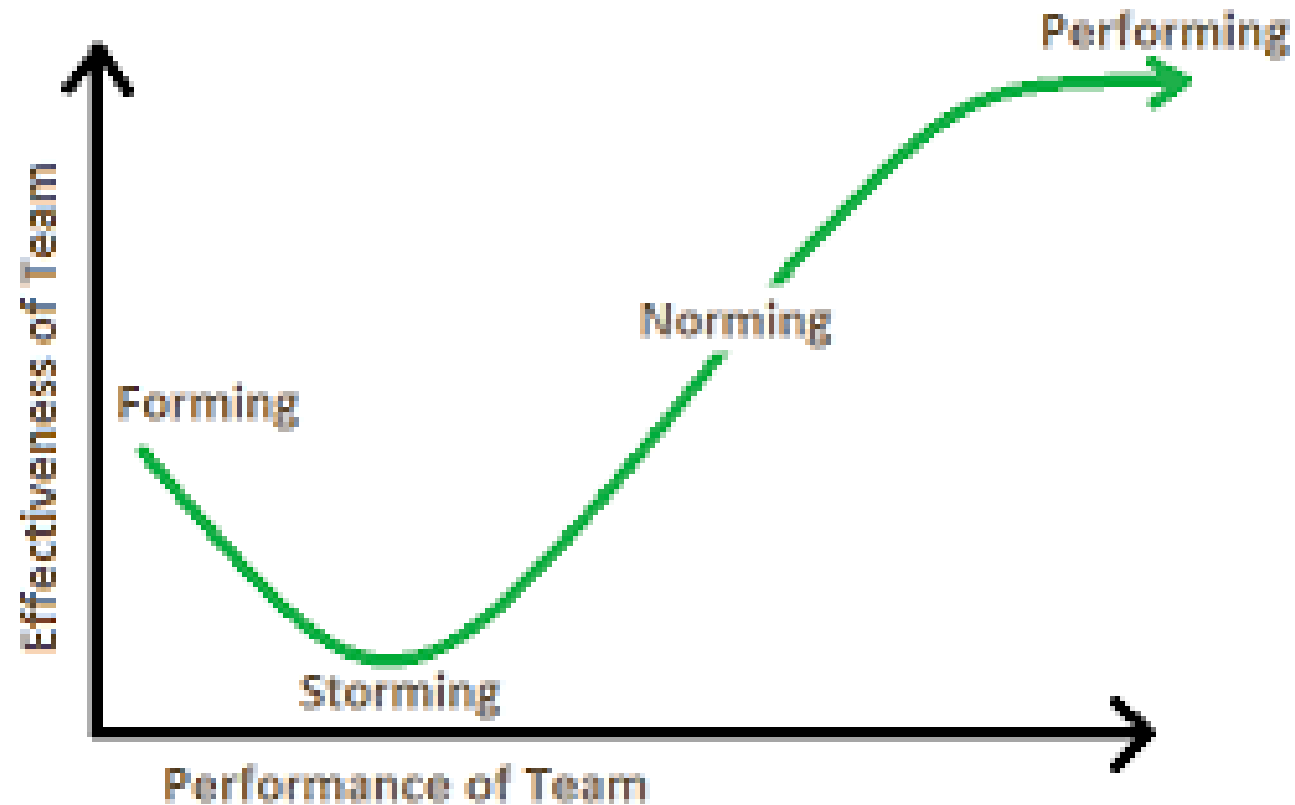
# FRAME #2: Developing and Living Norms

NSBA Becoming a Better Board Member: Chapter 2-  
Learning Board Service



# Tuckman's Stages of Team Development

## Tuckman's Team & Group Development Model



# Why Board Norms Are Critical

- Agreeing to and living by Board Norms improves communication
- Improved communication builds trust
- Trust enables effective dialogue (thinking together)
- Dialogue ensures the best decisions
- The best decisions benefit your kids



# Generating Board Norms

Take an  
inquiry stance.

Ground  
statements in  
evidence.

Assume positive  
intentions and  
take responsibility  
for impact.

Stick to  
protocol and hear  
all voices.

Start and  
end on time.

Be here  
now.



# One District's Story: Bernalillo

## BERNALILLO BOARD: NORMS OF SELF-GOVERNANCE AND COMMUNICATIONS COVENANTS

### A. Personal Disagreements: The Board adopted this norm to improve meeting efficiency and to ensure that all communications are managed and respectful.

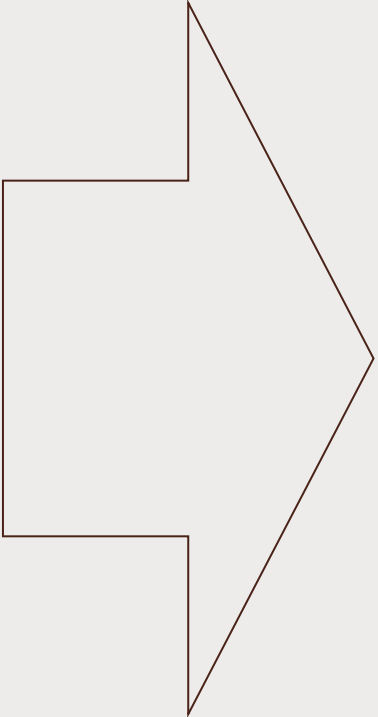
- 1) The Board members commit to be respectful and diplomatic in Board communication, with particular attention to public statements. All Board members will commit not to level personal attacks against fellow Board members, and particularly will refrain from any public statements that attack the ethics, practices, or character of other Board members.
- 2) At the same time, each Board member commits, when offended by the comment of another, not to react negatively or with similar attacks. As an alternative, Board members will consider responding with pre-set "warning language" that advises others that he/she may perceive the statement as unfair. (ie. "I believe your last comment may be outside of our norms.") Board members should seek to resolve their differences during a non-public (non-quorum) discussion.
- 3) Where any disagreement between members has not been resolved, Board members agree to consider private meetings or mediation to resolve the concern.
- 4) The Board recommits to open and diplomatic communication between members, the public, and the superintendent.

### B. Public Comment at Board Meetings: The Board adopted the following norms to improve board meeting efficiency and to provide for fairness to all speakers.

- 1) The Board will not permit public comment during any portion of the meeting not specifically reserved for public comment.
- 2) The President will obtain training and assistance from counsel to manage when a speaker is disruptive or otherwise violating privacy rights of others: This may include interrupting, redirecting, offering alternative avenues for the complaint, or calling for a recess.
- 3) The administration, in conjunction with counsel, will revisit the guidelines for public comment which are read prior to the agenda item.

### C. Order of Comments and Meeting Protocol: The Board adopted this norm to improve meeting efficiency and to ensure that all communications are managed and respectful.

- 1) The Board president controls the order of all comments and will attempt to abide by parliamentary procedure. No board members will speak until recognized by the chair.
- 2) All questions from the Board regarding the administration of the District should be directed to superintendent



## Board Norms



Our Board's adherence to these norms will be assessed at the end of each meeting

These Board norms will be reviewed annually in January of each year.

We honor that we cannot change the past, but that we can affect the future positively.



Norms adopted by the Bernalillo Public Schools Board of Education for relating to one another as a Board Team. We commit as a Board Team for the benefit of all our students, staff, and community to:

- Show respect for one another and our administrative team and in so doing earn the respect of others;
- Make no assumptions and when we don't understand seek clarification;
- Listen without interrupting to what each of our fellow Board members is saying and seek to understand what is being said;
- Honor that the will of the majority is the voice of the Board;
- Respect the perspectives of the minority opinions.
- Stay on the team when things don't go our way and become part of the solution.

# How Does your District Use Norms?

- What is your experience in setting norms in your district or in other organizations?
- What is the value of setting norms?
- What might be some challenges in setting norms in your district?

REPORT OUT:





# FRAME #3: Board, Work and Home Life Balance

NSBA Becoming a Better Board Member: Chapter 15-  
Your Personal Life

# The Balancing Act

- **Let go of perfection**
- **Disconnect: Leave problems in the Board Room**
- **Exercise**





# The Balancing Act

A stack of smooth, rounded stones of various colors (brown, tan, grey) balanced on a rocky shore next to the ocean under a blue sky. The stones are stacked vertically, with the largest at the bottom and the smallest at the top. The background shows a clear blue sky and the ocean waves crashing against the shore.

- \* **Get rid of time wasters**  
– both activities and people

- ❖ **Who is your support group?**

- \* **“Go home” on time**



# The Balancing Act

- ❖ **Build transitions into and out of work**
- ❖ **Don't forget to socialize**
- ❖ **Don't sweat the small stuff**





# The Balancing Act

- ❖ **Listen without committing, advising, promising**
- ❖ **Handle the paperwork**
- ❖ **Learn to say “No”**



# Let's Find Some Balance Together

- **What are your personal commitments to turn your work into a powerfully “doable” job over your entire term.....and beyond?**
- **Who are your “others” who can support you on this adventure?**
- **We will want to hear some of your “thinking” when we come back together**



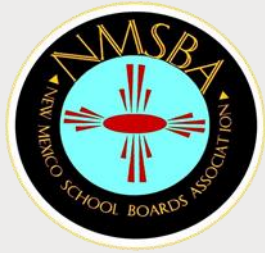
How do You Find Balance?

Share with your colleagues  
effective strategies for Achieving  
Balance in your life.

REPORT OUT:



# Closing Comments



**Joe Guillen, NMSBA**



**David Chavez, CES**



# Session Evaluation and Training Credit

We are asking all participants in the December Training to take a few minutes and share your perceptions on the effectiveness of the training. Every one of your comments will be reviewed and will help us improve the program

Your 3 hours of training credit are generated by the last question. The active link is in the “Everyone Chat” box. Please complete the entire survey.

Thank you and happy holidays,

Joe Guillen, David Chavez, Dr. Gloria Rendon, Evan Grasser, and Dr. Hugh Prather

[https://www.surveymonkey.com/r/NMSBA-CES\\_New\\_Board\\_Member\\_Training-12-3-20](https://www.surveymonkey.com/r/NMSBA-CES_New_Board_Member_Training-12-3-20)