

OPERATING PRINCIPLES

These operating principles are based on the premise that each of us, in whatever our job capacity, tries our best to successfully meet the requirements of our respective jobs as teachers, cooks, secretaries, instructional assistants, administrators, custodians, nurse, counselors, support specialists, and librarian. When this is accepted as a basic premise then we afford one another the dignity, respect, and courtesy each of us deserves for doing our best each day to provide for our students.



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Confidentiality

If stating something confidentially, let the other party know this; do not assume confidentiality.

Resolution of Differences

When members of our staff find themselves in disagreement with another staff member or have a problem with another staff member's actions, care to confront by setting up a one-to-one mutually agreed upon meeting time in private. The disagreement should remain a private matter between the parties. Students in particular, as well as other staff members, would not be privy to the conversation unless both parties mutually agree to share the discussion with a larger group.

Third Party Involvement

Whenever we are approached regarding a concern or conflict between two other parties, we will first direct that person to deal with the disagreement, as per above. If resolution is not reached both parties may mutually agree upon another staff member that they will ask to facilitate the discussion and help the parties reach resolution.

Personal Comments

Personal slurs and snide comments directed at or about any human being are counter-productive to a positive work environment and each of us must take personal responsibility in discouraging such remarks and redirecting the focus to issues and programs.

Loyalty - thinking about generic

Loyalty does not mean that we will agree on every issue and be blind to areas of concern: however, it does mean we are all in agreement on the ways in which we will operate with each other in addressing our work environment, in the message we carry about our school to others, and in resolving disagreements/conflicts.

Communication

Effective interpersonal communications require a healthy, positive climate with a high level of respect for individuals: to achieve this level of effectiveness and trust, messages must be open, straightforward, and honest. All staff members have an obligation to reduce rumors by checking out the facts and then informing those involved.

Cooperation and Support

To work effectively as a staff and to accomplish common goals, we will support and cooperate individually and collectively with other staff members; we agree to share all information needed to carry out our responsibilities and to accept, implement, and support staff decisions arrived at via shared decision-making.