

CAU Core Internal Values

- **Student Centered and Student Focused** – Students come first in all our decisions.
- **Connection.** We care about each other and work to create a welcoming and inclusive work environment that encourages trust and meaningful connections.
- **Respect.** We trust each other; we like each other; we respect each other.
- **Excellence.** We seek excellence in our work. We seek excellence in our students.
- **Equity, Diversity & Inclusion** - We are inclusive. We design for equity. We value diversity and do the extra work to ensure equity for both students and staff.

CAU Core Operating Norms

One Team, United

- We are one team, united in CAU mission and purpose.
- Collaborate; Proactively share information; Make each other great.
- “My teammates have my back.”
- We are prepared to support our students. We are prepared for meetings.

Trust

- Give trust, earn trust, keep trust.
- Proactively give the benefit of the doubt.
- Care about each other, share with each other.
- Be slow to judge and quick to forgive.

Continuous Improvement

- Think critically about our work. Consistently challenge our students and ourselves to improve outcomes.
- Seek continual learning and career-building opportunities.

- Mentor others toward their career goals.
- Be tenaciously creative and intellectually curious.

Critical Thinking

- Actively engage, ask hard questions.
- Respectfully challenge each other and ask hard questions in a safe environment.
- Curiously question assumptions and traditions.
- Seek a deep understanding of what we're doing.
- Take a systems approach.

Transparency

- Ask "Who else needs to know this?"
- "Information wants to be free." Share information as freely and widely as possible.
- Give each other a "heads up."

Fun & Friendly

- Be welcoming and inclusive.
- "Bring fun to work"
- "Protect the Asset." Prioritize a healthy work-life balance.
- Enjoy our work and appreciate each other.
- Show a positive attitude, encourage each other to seek positive solutions.

Clarity is Kindness

- Be open, be clear, be kind.
- State expectations; articulate assumptions; clarify ambiguity.
- Disagree without being disagreeable.
- Engage in solution-oriented, positive, productive conflict.
- "Go to the source." Discuss concerns or misunderstandings directly with the relevant person.

Ownership

- "I own this"; "No backstop"; "It's up to me."
- Take individual accountability, give credit to the team.
- Be proactive; get ahead of problems.
- Exceed expectations.

- Everyone contributes.
- Put in the work to be proud of the work.
- Show leadership in and beyond your responsibility.

Professionalism & Focus

- Do excellent work.
- Represent ourselves, our work, and CAU with the highest quality.
- Demonstrate productive and effective work habits.
- Develop and maintain professional relationships with students, parents, and staff.

Solution Focused

- Problem-solve, don't just problem-spot.
- Negativity doesn't solve problems, but it crushes productivity and collaboration.
- Be solution-oriented. Lead with a solution. Do the hard thinking, then suggest a solution.
- Be open to constructive feedback.