

BOARD POLICY EXPECTATION

The Superintendent shall not fail to give the Board as much information as necessary to be adequately informed.

CERTIFICATION

I hereby present my monitoring report on Executive Limitations Policy EL-11 “Communication and Counsel to the Board” in accordance with the monitoring schedule set forth in board policy. I certify that the information contained in this report is true as of January 22nd, 2008.

Mark Mansell, Superintendent

SUPERINTENDENT’S INTERPRETATION OF POLICY

I interpret communication and counsel to the board to mean that I am expected to provide the board with timely and accurate information regarding significant past issues, critical current events impacting the district as well as important data and information in advance of decisions they will be making in the future. I further interpret this expectation to require that all information for the board will be at a depth, quality and form appropriate for the issue and the needs of the board.

REPORT

There are ten specific areas described in this policy. The following will address each specific area of EL-11 as best possible. At the time of this report, I believe that I am in compliance with the Board’s expectations.

- 1. The superintendent shall not fail to submit monitoring data required by the Board in a timely, accurate, and understandable fashion, directly addressing provisions of the board policies being monitored. IN COMPLIANCE***

I have submitted all monitoring reports to the board as per the annual agenda. The feedback received regarding the depth and quality of the information being provided has been positive. The only Ends policies monitoring report to date has been for E-2 since they were just recently adopted formally.

- 2. The superintendent shall not fail to advise the Board in a timely manner of relevant trends, facts, information, and legal proceedings, anticipated significant media coverage, and changes in assumptions upon which Board policy has been established. IN COMPLIANCE***

Either through face-to-face conversations, phone conversations, email messages, written reports and/or presentations, I believe I have provided the board accurate and timely information as called for in this policy. Examples of my effort to meet

this expectation over the past year include information about legal matters, school boundary petition process and the facility planning and bond preparations to name a few.

- 3. The superintendent shall not fail to advise the Board of changes which reasonably could be expected to substantially affect the district's financial condition. IN COMPLIANCE***

The district continues to maintain its strong fiscal position. Monthly reports provide evidence of the financial health of the district. In addition to the traditional fiscal documents received by the board, I added a more detailed information document (January through the end of each fiscal year) that shows the overall cash flow of the district in an effort to provide a clearer fiscal picture of the current year's budget. This was an effort to be proactive and share fiscal forecasting to the board as called for in this policy.

- 4. The superintendent shall not fail to provide for the Board as many staff and external points of view and opinions as needed for fully informed Board decisions. IN COMPLIANCE***

Over the course of the past year, I have supported the board's efforts to hear from stakeholders through linkage meetings. The board has met with student leaders of the high school and middle school, district staff and four separate meetings with community. Three of these community meetings were in conjunction with the board's efforts to determine the will of the community regarding the possibility of a facility bond. Additionally, I have worked to support the board's commitment to stay connected both legislatively as well as other educational entities such as the KWRL transportation cooperative.

- 5. The superintendent shall not fail to advise the Board if, in the Superintendent's opinion, the Board is not in compliance with its own policies on Governance Process and Board-Superintendent Relations. IN COMPLIANCE***

To date, I have not yet had a reason to advise the board of failing to follow any of its own policies. This expectation is something that I am aware of, and I believe I am doing my due diligence to be attentive and ready to meet this expectation if the need arises.

- 6. The superintendent shall not present information in unnecessarily complex or lengthy form. IN COMPLIANCE***

Over the course of my service as your superintendent, I have made adjustments to both the form and quantity of the information that has been provided the board in an effort to meet this expectation. I will continue to be receptive to feedback from the board on this matter in an effort to provide the right amount of information for the board to effectively complete its responsibilities.

- 7. The superintendent shall not fail to provide a mechanism for official Board or committee communications. IN COMPLIANCE***

The bulk of information that is provided by the board is done so through the district's website. We continue to provide new and timely information through

this on-line source as needed. One example of this new information has been regarding the school facilities to district patrons. Additionally, the first printed district newsletter was produced this fall that included a section specifically for communications or to inform patrons about the board members or their work.

8. *The superintendent shall not fail to work with the Board as a whole except when:*
- a. *Fulfilling individual requests for information as long as such requests do not require a material amount of staff time or resources or are not disruptive.*
 - b. *Working with officers or committees duly charged by the Board.*
 - c. *Communicating with the Chair.*

IN COMPLIANCE

As stated in #2 above, using a variety of ways to communicate, I believe consistent efforts to provide uniform information to all members of the board has been accomplished. As stated in #8(a) and #8(c), I have worked with individual board members to meet specific requests for information or have communicated with the board chair individually as called for in policy. Beyond this, I believe I have worked to provide consistent and appropriate information to all board members.

9. *The superintendent shall not fail to report in a timely manner any actual or anticipated noncompliance with any Board Ends or Executive Limitations policy. **IN COMPLIANCE***

Looking at the record of monitoring reports over the past year, when comparing my interpretation of each Executive Limitation and Ends policies (E-2 only), I have shared where I think we are both in compliance as well as when we are out of compliance. As part of #2 described above, I understand that being out of compliance must be communicated to the board even though it may not be time for that specific monitoring report. This expectation is clearly part of an unwritten expectation about “no surprises”. An example of completing this expectation from this past year, there were several trees on school property that were accidentally cut down by a person cutting on an adjacent parcel. It was my responsibility to monitor this work and I failed to do it adequately. I informed the board of this mistake and that I was responsible for the loss of these trees. It did not wait until the monitoring report, but was shared as soon as possible.

10. *The superintendent shall not fail to supply for the consent agenda all items delegated to the Superintendent that are required by law or contract to be Board-approved, along with supporting data necessary to keep the Board informed. **IN COMPLIANCE***

I believe the items included in the consent agenda have changed somewhat to reflect items called for in board policy as being delegated to the superintendent. The feedback on this expectation to date has been positive and therefore I see that I am in compliance.