

BOARD POLICY EXPECTATION

With respect to execution of the budget and the actual, ongoing condition of the district's financial health, the Superintendent shall not cause or allow a material deviation from the annual budget, cause or allow any fiscal condition that is inconsistent with achieving the Board's Ends, or places the long-term financial health of the district in jeopardy.

CERTIFICATION

I hereby present my monitoring report on Executive Limitations Policy EL-4 "Business and Finance" in accordance with the monitoring schedule set forth in board policy. I certify that the information contained in this report is true as of May 24th, 2016.

Dr. Mark Mansell, Superintendent

SUPERINTENDENT'S INTERPRETATION OF POLICY

I interpret this expectation regarding business and finance to mean the Board believes the district must be an excellent steward of the public's funds, materials, facilities and equipment. In general, the public provides a wide spectrum of resources to the district in order to meet all local, state and federal requirements in support of the students we serve. Using all resources wisely and consistently will increase the likelihood that a positive and supportive learning culture will be developed for students and therefore maximize the opportunity students will have to accomplish the expectations set forth in the Board's Ends Policies.

REPORT

There are nine specific areas described in this policy. The following will address each specific area of EL-4 as best as possible. At the time of this report, I believe that the district is in compliance with the Board's expectations.

1. ***The superintendent shall not fail to develop a budget that is targeted to achieve the Board's Ends policies and meets all Board Executive Limitations policies.***

IN COMPLIANCE

The Board has consistently been presented a budget that is student focused even in challenging economic conditions. There are many examples that could serve as reference points for this statement. In past years we have built budgets that protect and even expanded student opportunities in all areas. This includes advanced courses, technology enhancements, expanded learning opportunities (five-day a week kindergarten, Hawks Landing, Home School Academy, music and drama offerings, Phoenix Program, etc.) as well as many extra curricular experiences at all levels. We have also been very consistent in meeting the

Board's expectations to care for our facilities and to seek out partnership to add new facilities such as the stadium project and the community garden project.

2. ***The superintendent shall not expend more funds than anticipated to be received in the fiscal year unless authorized by the Board through utilization of available reserves or unless resources are made available through other legal means. IN COMPLIANCE***

The track record over the past eleven years relative to meeting or exceeding budget expectations is very strong. As stated in #1 above, we have been able to expand services to students at the same time maintain the solid fiscal position the district is in. This has been accomplished by being consistent and proactive in developing and following a student-focused budget. In each of the past ten years, our fiscal position, regardless of the economy or state/federal cutbacks, the district's fund balance has been maintained in a very stable condition.

3. ***The superintendent shall not fail to ensure that adequate fiscal controls and procedures are in place to meet appropriate financial safe guards and auditor requirements. IN COMPLIANCE***

This is another area where the district has done an excellent job over the years. We consistently have a strong record of successful audits. The district has received clean audits for the past seventeen years. This is a very positive example of having adequate fiscal controls and procedures in place to oversee the entrusted funds provided to the district by patrons. Additionally, this year I needed to step in as the interim fiscal officer mid year. I personally reviewed our cash handling procedures as well as audited and updated records for the district's imprest bank account.

4. ***The superintendent shall not fail to provide adequate and timely financial reports to the Board. IN COMPLIANCE***

The Board is provided regular financial reports on a monthly basis. In addition to the normally provided documents, over my time as superintendent the Board has been provided additional detailed financial information in the form of a cashflow analysis. This analysis is provided from January of each fiscal year through August when the new budget year is about to commence. This allows the Board to see both current as well as anticipated expenditures. The cashflow also shows the Board the ending fund balance prediction that can be compared to the budget provided at the beginning of the fiscal year.

5. ***The superintendent shall not fail to keep the Board informed of changes to the financial conditions that will impact the budget. IN COMPLIANCE***

There are many examples of keeping the Board informed about potential changes to the financial conditions the district faced over the years. This is especially true since 2008 when the economy had a sharp downturn. Over the past eight years, the upheaval in local, state and federal governments budgets and the financial consequences that resulted has consistently put the district in very uncertain fiscal situations. Throughout these years as the situation called for, the Board was well

informed of the variables that existed and timely recommendations were provided so informed decisions could be made.

6. ***The superintendent shall not fail to maintain school facilities and adequately plan for future facility needs to achieve the mission of the district. IN COMPLIANCE***

We have worked hard to maintain the facilities the community entrusts us with. Beyond our normal maintenance responsibilities, over the past years there have been many projects initiated to preserve the life span of our facilities. This includes roofing, siding and exterior painting of portables and permanent facilities. This past year has been filled with work to expand our facilities. As part of this process, we have considered how we will maintain them once these new facilities are brought online. These are examples of how we are successfully maintaining our school facilities (both current and future) to the highest possible standards using the funds provided by local taxpayers to preserve these community assets.

7. ***The superintendent shall not fail to pursue alternative funding in pursuit of the district's mission. IN COMPLIANCE***

The district has consistently sought and regularly found funding to support the efforts of staff to achieve the district's mission. Some examples of this is how the athletic fields at the high school were funded with approximately \$10 dollars in cash, donations or in-kind contributions coming from non-school sources for every \$1 of direct expenditure of district funds.

The most recent example of meeting this expectation is our work with La Center Education Foundaion (LCEF) the city of La Center in partnership with Senator Ann Rivers. This \$1.5 million dollar grant is leveraging many other hundreds of thousands of dollars in cash and donations to build our new high school athletic facility. This partnership is also building our new Community Garden and improving field drainage on other sports fields within the district. This type of creative thinking has allowed the district to preserve its available bonding capacity for the future new elementary school that is currently next on the facility needs list.

Beyond facilities, we have worked with community partners, organizations and grant providers to fund CISPUS, bicycle program, Jump Start Backpack program, the new sound system and lighting for HS drama program and so much more. We have been very fortunate to have such wonderful, caring and supportive community members and partners that provide resources, time and expertise to provide expanded opportunities for our students.

8. *The superintendent shall not fail to allocate resources where needed to achieve the Board's Ends policies and meet the expectations of the Board's Executive Limitation policies.* **IN COMPLIANCE**

Growing up in a family with three other siblings, I often heard the saying “fair does not mean equal”. To me this means that allocating resources will most likely be uneven because the expenditures are based on the specific needs that take the highest priority. The anchors to measuring the unevenness in our efforts to support the students we serve are the Board Ends and EL policies. We focus our resources on those areas that will give the greatest return on investment for student learning relative to the Ends policies.

Some students simply have a greater need for supports so they should receive a relatively greater share of the available resources. A couple of examples of extra expenditures to support those with the greatest needs include starting up the Home School Academy, enhancements to our digital network, adoption and purchase of math instructional materials and the maintenance of smaller class sizes across the district. All these expenditures were initiated to get closer to meeting the district's mission. Therefore, I can say with confidence that the allocation of resources was fair relative to the need to achieve the mission through providing equality of opportunity for students.

9. *The superintendent shall not fail to take reasonable and prudent actions to secure and protect district assets.* **IN COMPLIANCE**

We continued this year to work diligently to protect and secure all district assets. From building security to ensuring that the Board knows when assets need put into surplus; from overseeing financial safeguards to receiving another clean fiscal audit, there are many fine examples of responsible and appropriate protection of district assets that gives me confidence I am in compliance with this Board expectation.