Monitoring Report - Executive Limitations Policy
EL-11, Communication and Counsel to the Board

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 25th, 2011.

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 schedule with one exception. In one report that I presented to the board, I did initially and unintentionally fail to include information on EL-3, items 7 and 8 in August, 2010. These two items were added in March of 2010 and I mistakenly used the previous version to write my report thereby missing these new additions. I did however update my report and sent it out the board for their review. With the information ultimately provided as required by policy, I do consider being in compliance with this expectation. Furthermore, all the feedback received regarding the depth and quality of the information provided to the board has been positive.

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 issues facing the district, personnel matters that have arose, legislative impacts on the horizon as well as the ongoing fiscal challenges facing the district caused by state funding problems. During the recent WSSDA conference, there were several examples where our district was ahead of the curve with issues before us. On several occasions we discovered how La Center was leading the way (e.g. CORE-24/Graduation Requirements).

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**
   Even though other districts seem to be impacted by the fiscal challenges in different and often times more significant ways, we have continued to take action to stay ahead of the issues and at the same time continue to provide services to students and in many cases provide more services to students. Through the monthly board reports, I have provided evidence of the financial health of the district. In addition to the traditional fiscal documents received, we provide the board a 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 proactive effort was to share fiscal forecasting with the board and is clearly aligned with the expectations of this policy. Additionally, as stated in #2 above, I have briefed the board at various points (via board reports, face-to-face briefings, etc.) about the fiscal challenges occurring at the state level and what might the impacts be to the district.

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**
   In addition to what has now become traditional linkage meetings with student leaders of the high school, middle school and elementary schools, with district staff as well as with our annual town-hall meetings with the community and special linkage meetings such as those involving the levy or the new graduation requirements, we added a linkage meeting with the La Center City Council. I have worked to support the board's commitment to stay connected both legislatively as well as to the 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**

   Having served as your superintendent for nearly six years, requests to adjust the information provided relative to the manner of delivery, the appropriateness of length and/or complexity have settled into a consistent routine. I 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 but I have not received any feedback regarding information being out of balance one way or another.

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. The district also publishes twice per year a district-wide newsletter (via in print version mailed out and provided on-line) that included a board section that is available for specific board communication.

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

   I believe our normal processes of sharing information with the board have been met with consistent approval. When requests do come up they are often in conjunction with board meetings so everyone receives the same information. The rare times when I must communicate between board meetings I typically send an email to everyone or call all board members and communicate the same exact information when ever possible. As evidence of communicating with the Chair and with officers of the board, this past year we had a meeting date scheduled where due to weather we needed to cancel and reschedule. The chair was not available so I contacted the Vice-chair who made the decision to cancel.

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**

   I believe I have been direct and honest about identifying when I have been in compliance and when I have not. Ends policy E-2 monitoring report includes examples where I have identified being out of compliance. In these reports I have tried to articulate what we were doing to address the out of compliance issues and avoid the blame game. I feel I have taken responsibility for not meeting board expectations and am receptive to firm feedback.

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 reflect items called for in board policy as being delegated to the superintendent.