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 28th, 2014.

Dr. 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 am confident this expectation has been consistently met throughout the year by providing the Board with all monitoring reports as articulated in the annual agenda (GP-8-E). I have consistently received only positive comments relative to how these reports have been provided. Therefore, I have no evidence that the monitoring reports being provided failed to meet the Board's expectations.

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**
   As a Board-Superintendent team, we operate on a "no surprises" rule that has worked very well over the years. To make sure the Board remains informed, I have used face-to-face conversations, phone conversations, email messages, written reports and/or

presentations through out the past year to provide information in a timely manner that gives me confidence I have met this expectation.

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**

   For most years since 2008, district funds have been reduced by the state due to the poor economy. Each year we have taken appropriate action to get ahead of the diminished funding so as to minimize the impacts on students at the least and in many cases even maximize opportunities by evaluating our priorities. The Board was kept advised of these changes as well as the actions taken to stay ahead of them.

   Two years ago, I recommended to the Board that we flatten our M & O Levy request because the evidence showed that the state would be increasing revenue due to the lawsuit against the state. The Board acted on this to ease the burden on taxpayers and as predicted, the state increased their funding which allowed for services to be maintained once again.

   In conclusion, there has been a clear and strong record of prudent financial action with consistent communication with the Board as part of the process. Therefore, I am confident that there is consistent and ample evidence of meeting this expectation.

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**

   The Board's annual agenda (GP-8E) has many linkages scheduled throughout the school year to provide the opportunity for the multiple perspectives to be gathered. Including the school and department showcases, there are twelve scheduled opportunities for the Board to hear from stakeholders.

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**

   As I complete my ninth year as your superintendent, I believe over the years there have been adjustments to the type, format and amount of information provided to the Board. I have remained open to new ideas from the Board about what information to provide as part of this process. To date, I have not received any information from the Board that I am over or under providing information to them, or doing so in either an unnecessarily complex or lengthy form.

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 district-wide newsletters (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
All communications are broadcast to the entire Board on a consistent basis. Often when individual Board members have a question or idea where there is a one-on-one conversation, my follow-up actions usually include either a direct conversation with all board members to share the perspective or I facilitate an opportunity to discuss the matter as a whole Board. Recent examples have been relative to the changes in traffic patterns on the K-8, negotiation status and the superintendent evaluation rubric.

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 consistently met this expectation through direct conversation with the Board or through my reports. An example of this is E-2 policy where there always seems to be one or more categories where Academic goals are missed despite our continued efforts. There have been other examples, but they have been very rare. The district leadership team works very hard to meet the expectations of the Board and the articulation of these expectations is a central anchor to our work.

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.

11. ***The superintendent shall not fail to provide notification to the Board when a staff member is placed on a formal plan of improvement for poor performance of their duties.*** **IN COMPLIANCE**
I have provided information as necessary in executive session regarding staff whose performance has been determined to be unsatisfactory and thereby placed on a formal plan of improvement. Therefore I am confident I have consistently met this expectation.