



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.3

Meeting Date: January 17, 2013

Subject: **Coherent Governance Policy Operational Expectations 8 (OE-8) - Communicating with the Board - Monitoring Report**

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Superintendent's Office

Recommendation: Approve Coherent Governance Policy Operational Expectations 8 (OE-8) – Communicating with the Board - Monitoring Report.

Background/Rationale: The Board has directed the Superintendent to provide Monitoring Reports on regular schedule at open session Board meetings. Monitoring determines the degree to which Board policies are being met. This report is designed to share progress towards the results the Board expects to see for the school system, as well as the effectiveness of the system's operations. This report, therefore, is a review of the organization's performance as it relates to Operational Expectations 8 – Communicating with the Board.

The report includes the following information:

- x The policy.
- x The Superintendent's certification.
- x Reasonable Interpretation of the policy.
- x Evidence of compliance.

After the Board meets in open session to discuss the report, two additional sections of the report will be completed by the Board chair:

- x Disposition of the Board. (The policy is found by the Board to be "in compliance," "in compliance with exceptions," or "not "in c.2732 -1.153.t opence 2t2 Tc -s 452rcomeD .0013eD .

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Operational Expectation Monitoring Report
OEr8: Communicating with the Board
January 17, 2013

PART I: THE POLICY

OEr8: Communicating with the Board

TheSuperintendentshall

PART

Board		
OE13 Facilities	December 14, 2011	In Compliance
OE7 Asset Protection	January 19 and February 16, 2012	In Compliance
OE6 Financial Administration	March 15, 2012	In Compliance
OE9 Communicating with the Public	April 19, 2012	In Compliance
OE5 Financial Planning	May 17, 2012	In Compliance
OE8 Treatment of Stakeholders	June 21, 2012	In Compliance
OE4 Personnel Administration	September 6, 20 and October 4	In Compliance

Compliance Status	In Compliance
-------------------	---------------

OE8.2 The Superintendent will provide for the Board in a timely manner information about trends, facts and other information relevant to the Board's work.

Interpretation:

I interpret "timely manner" to mean that Board members are informed before other stakeholder groups whenever possible and the Board is updated prior to the announcement of a decision.

I interpret "information about trends, facts" to include educational research and assessment data.

I interpret "other information relevant to the Board's work" to include information, within reason, that (as spelled out in the Board's policy GC8) helps the Board to "represent, lead, and serve the owners and to govern the organization."

Indicators for Compliance:

- x The weekly Board Update
- x Daily/as needed updates via email/phone calls
- x Summations of assessment data
- x Board meeting presentations on trends and data

EVIDENCE OF COMPLIANCE

October8,

Indicators for Compliance:

- x Regular and systematic budget reports including periodic budget presentations

EVIDENCE OF COMPLIANCE	
October 8, 2011 – October 7, 2012	
Type of Information	Board Meeting Dates
2011-12 Budget Book and Budget Update	October 20, 2011
Enrollment and Attendance Report for Month 1	

Approve the Budget Revision of the 2011

OEr8.4 The Superintendent will assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.

Interpretation:

I interpret “adequate information” to mean a reasonable amount of opinions and expert advice to support decision making.

I interpret “variety of internal and external viewpoints” to mean that Superintendent will provide the Board with input from multiple perspectives and opinions on Board decisions when requested by the Board or when deemed reasonable by the administration. The input will come from stakeholders and represent the views from as many subgroups as appropriate.

Indicators for Compliance:

- x Results of surveys (staff, student, parent, etc.)
- x Summaries of community forums
- x Information presentations at Board meetings

EVIDENCE OF COMPLIANCE	
October 8, 2011 – October 8, 2012	
<u>Type of Information</u>	<u>Examples of Topics</u>
Internal and External Viewpoints	<ul style="list-style-type: none"> x 2011-12 Budget Survey (Community and Staff) x Customer Service/End of the School Year Survey (Principals and Assistant Principals) x Community Budget Forums

Compliance Status	In Compliance
--------------------------	---------------

OEr8.5 The Superintendent will inform the Board of anticipated significant media coverage.

Interpretation:

I interpret “significant media coverage” to mean stories that are likely to be reported in the local, state or national media that have a positive or negative impact on the district or are likely to create substantial stakeholder interest.

Indicators for Compliance:

- x Updates via email/phone call on media coverage and potential media coverage
- x Updates via email/phone call on incidents and events

EVIDENCE OF COMPLIANCE	
October 8, 2011 – October 8, 2012	
<p><u>Emails to the Board:</u></p> <p>The Communications Office sent Board members at least 162 emails during the time period listed above.</p>	<p><u>Examples of Topics</u></p> <ul style="list-style-type: none"> x Lockdowns x Police investigations and arrests x Student/school/program/staff recognition and accomplishments x Community Events x Media interviews with the Superintendent x Anticipated media coverage

Compliance Status	In Compliance
--------------------------	---------------

OE 8.6 The Superintendent will inform the Board, the Board president or

If a Board member is, in the Superintendent's opinion, operating outside of the Board Governing Policies, the Superintendent will bring this to the attention of that Board member and/or the Board president. If the concern persists, the Board member violation will be handled in accordance with GC 0.

Indicators for Compliance:

- x Notification of non compliance

EVIDENCE OF COMPLIANCE

October 8, 2011 – October 8, 2012

When a Board member has, in the Superintendent's opinion, operated outside the Board Governing Policies, the Superintendent has brought this matter to the attention of the Executive Committee or to the member's attention via a phone call or in person conversation.

Compliance Status	In Compliance
-------------------	---------------

Interpretation:

The Superintendent will clearly indicate in the Board packet, the role the Board is asked to take related to information presented to the Board at a Board meeting.

The Superintendent will clearly identify whether the Board should use the information as information only or information related to a formal Board monitoring report or Board action on an agenda item.

Indicators for Compliance:

- x Weekly Board update
- x The Board packet

OE 8.8 The SuperiSupereupe

Indicators for Compliance:

- x Notificationsof non compliance

EVIDENCE OF COMPLIANCE October8, 2011– October8, 2012
x Therehavebeenno notificationsof non compliance.

Compliance Status	In Compliance
--------------------------	---------------

OE 8.10 The Superintendent will provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent, but required by law to be approved by the Board.

Interpretation:

Whenstatute requiresBoardactionon items that the Boardhasdelegatedto the Superintendent(as definedby Board/SuperintendenRelationshipPoliciesB/SR1 through5) andthe items do not routinely appearin the Board’sagenda,the Superintendentwill advisethe Boardof the items,includingthat their approvalis requiredto fulfill their legalobligationandrequestBoardactionbe taken. The Superintendentwill ensurethat the Boardhas to Board’s

EVIDENCE OF COMPLIANCE

October 8, 2011 – October 8, 2012

- x The Board is supplied bi monthly with a report on contracts within expenditure limits specified in the Public Contracts Code #20111.
- x The report is on the consent agenda for Board approval.

Compliance Status	In Compliance
-------------------	---------------

OE 8.11 The Superintendent will inform the Board in a timely manner of the administrative

OE 8.12 The Superintendent will inform the Board in advance of any deletions of,