

Monitoring Report for 4.3 Agenda Planning  
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December 10, 2018

**Policy Title: 4.3. Agenda Planning**

To accomplish its job description with a governance style consistent with Board policies, the Board will follow an annual agenda that (a) completes a re-exploration of Ends policies annually and (b) continually improves Board performance through Board education and enriched input and deliberation.

**Interpretation:** I interpret “*The Board will follow an annual agenda that (a) completes a re-exploration of Ends policies annually*” to mean that the Board must adopt and follow an annual agenda that schedules work for the board that includes an active investigation and examination of the Ends Policies. I interpret “*the Board will follow an annual agenda that (b) continually improves Board performance through Board education and enriched input and deliberation,*” to mean that the Board will adopt and follow an annual agenda that schedules educational opportunities for the Board and schedules community engagements with ownership that enriches and informs the Board on how to guide the school district towards meeting the Ends Policies.

**Evidence:** Possible evidence includes, but is not limited to, whether the Board has adopted an annual work plan (adopted 8/14/18 at Annual Board Retreat) and whether the Board has complied with it (Board Work Plan is attached to meeting agendas), whether the Board has scheduled and supported board educational opportunities (we had Val Gardner come in and provide a training on Policy Governance to the newly formed consolidated MAUSD Board; we had a guest speaker from another school district present ways to engage the community), and whether the Board has connected and engaged with the Community as a whole to provide awareness to the community of the Board’s work (10/22/18 MAUSD Community Forum, Survey Monkey after Forum, exit poll on election day 11/6/18).

**Summary:** I report partial compliance.

Compliance: The Board consistently adopts its Annual Work Plan, and schedules and supports board educational opportunities.

Non-Compliance: However, in terms of connecting and engaging with the Community as a whole, we are in the beginning stages as a new Unified Board. It takes much effort to coordinate an event and provide outreach to get as many attendees as possible for a particularly important issue, i.e., Budget Planning. Unfortunately the turn-around was so tight, the planning overlooked a High School concert that was held the same night at the same time. We are adjusting accordingly, and plan to have many more forums and engagement activities to come into full compliance with this policy. Also, it was mentioned by several people at the Community Forum...“how are we reaching the individuals who are not here?” The Community Engagement Committee are looking into ways to ensure that we accomplish this.

**1. The cycle will conclude each year on the last day of September so that administrative planning and budgeting can be based on accomplishing a one-year segment of the Board’s most recent statement of long-term ends.**

**Interpretation:** I interpret section 1 to mean that the Board will complete its work of re-exploring the Ends policies by the last day of September of each year so that the Board can give appropriate long-term policy guidance to the Superintendent.

**Evidence:** 10/30/18 ENDS Monitoring Report, 10/27/17 ENDS Monitoring Report

**Summary:** I report Compliance. Tremendous effort was undertaken by the Assistant Superintendent to compile the ENDS Monitoring Report by the end of September to be presented to the Board at its October Board meeting. Also, the prior board engaged a Policy & Governance Committee to review all of the Policies and take them through a process to ensure that what the Board was asking for in terms of interpretation and evidence was what the Superintendent and the Board were reporting compliance/non-compliance on.

**2. The cycle will start with the Board's development of its agenda for the next year.**

**a. Consultations with selected groups in the ownership, or other methods of gaining ownership input, will be determined and arranged in the first quarter, to be held during the balance of the Year.**

**b. Governance education and education related to Ends determination (presentations by futurists, demographers, advocacy groups, staff, and so on) will be arranged in the first quarter, to be held during the balance of the year.**

**c. A Board member may recommend or request an item for Board discussion by submitting an item to the School Board Chair no later than seven days before the Board meeting.**

**Interpretation:** I interpret sections 4.3.2a and 4.3.2b to require that the Board, in the first quarter, adopt an annual agenda that includes the aforementioned activities, to be held during the balance of the year, pursuant to policy. I interpret 4.3.2c as a clause that allows a Board Member to request that an item be added to an agenda by making a request no later than seven days before a Board meeting. The request will be reviewed by the Board Chair based on the criteria in policy 4.4.

**Evidence:**

4.3.2a and 4.3.2b: Annual Work Plan approved at 8/14/18 Board Retreat; Annual Agenda Draft presented at 9/25/18 Board meeting; Annual Agenda Draft reviewed periodically to determine which items might need to be addressed earlier or later.

4.3.2.c: The 12/5/18 Board agenda contained an agenda item (III.d.) included based on a request from a Board member to put on the Agenda <Discussion: Policy 2.2 - Treatment of Staff>. The Chair confirms that it was according to policy - requested 7 days before the meeting.

Some groups of the ownership to plan engagement with can certainly include forums of the entire community. Other groups might include a focus group that attends a meeting and answers some questions on a certain topic. For example, we could invite teachers/staff to hear their view on the ENDS and student achievement, equity, and meeting student needs.

**Summary:** I report compliance.

**3. Throughout the year, the Board will attend to consent agenda items as expeditiously as possible. An approved motion can remove an item from the consent agenda for discussion.**

**Interpretation:** I interpret section 3 to mean that the Board will consider carefully whether to remove an item from the consent agenda that does not inform Board work as opposed to Superintendent Means. The consent agenda includes items that the Board is required by law to take action on that is delegated to the Superintendent.

A consent agenda is a board meeting practice that groups routine business and reports into [one agenda item](#). The consent agenda can be approved in one action, rather than filing motions on each item separately. Using a consent agenda can save Boards anywhere from a few minutes to a half hour. A consent agenda moves routine items along quickly so that the Board has time for discussing more important issues.

**Evidence:**

9/27/18 - Nothing pulled

10/30/18 - item II.e. pulled from Consent Agenda and Board went into executive session to discuss personnel.

12/5/18 - Nothing pulled

**Summary:** I report compliance.

**4. Superintendent monitoring will be included on the agenda if monitoring reports show policy violations, if policy criteria are to be debated, or if the Board, for any reason, chooses to debate amending its monitoring schedule.**

**Interpretation:** I interpret section 4 to mean that if the Superintendent reports non-compliance with any policy, it will be included as an agenda item. The Board will determine if the policy needs to be modified. In addition, the Board can modify the monitoring schedule under Policy 3.4 to address the Superintendent's plan for compliance or to address other concerns.

**Evidence:** 12/5/18 Board Meeting: Policy 2.2. Was discussed and whether the interpretation and evidence presented by the Superintendent was answering the Board's concerns. Also, Monitoring Report 2.6 Asset Protection was on the agenda for approval, and there were some wording changes suggested by the Superintendent that require further review.

**Summary:** I report compliance.

**5. The Board will participate in decision making about the Superintendent's remuneration based on a review of monitoring reports received in the last year during the month of November.**

**Interpretation:** I interpret section 5 to mean that the Board must base its decision regarding the Superintendent's compensation and renewal of contract on a review of the Superintendent's level of compliance with policies as reflected in the monitoring reports, including action plans to address non-compliance, received in the last year during the month of November.

**Evidence:** Possible evidence includes, but is not limited to:

11/27/18 Annual Board Chair Table outlining the Superintendent's Monitoring Reports, compliance or non-compliance, and comments.

12/5/18 (rescheduled from 11/27/18) Board Approval of Monitoring Report for Policy A3.4 - Monitoring Superintendent's Performance. Please note, the original Board Meeting was scheduled for Nov 27, 2018; however it required rescheduling to Dec 5, 2018, due to inclement weather that also caused the District to close for the day.

**Summary:** I report compliance.