Policy Title: 4.2 Board Job Description

Specific job products of the board, as an informed agent of the ownership, are those that ensure appropriate organizational performance.

Accordingly, the board has direct responsibility to:

Michael Belfer  1/10/18
Board President  Date

Policy 4.2.1:
Create and maintain the linkage between the ownership and the operational organization to represent the informed voice of the owners. This linkage will include:

- Seeking input regarding owner values on issues of Ends, prudence and ethics
- Educating owners on issues impacting the organization
- Reporting to the owners on organizational performance
- Ensuring owners and other stakeholders that bring non-governing issues to the board understand the process for getting their issue addressed by the system in a courteous and respectful manner.

Interpretation:
We interpret this to mean that the board members are elected to represent the owners of the school district which encompasses all taxpayers of the community. Board members provide a linkage between our owners and the school district leadership. We seek input regarding owner values and use our position and knowledge of the school system to report and educate the owners on organizational performance. We maintain a strict adherence to the chain of command with respect to issues brought to the Board or individual Board members attention and ensure follow-up to understand if the issue got attention at the appropriate levels.

Data:
Our ENDs statement was developed using a significant amount of input from our community. Our public forums, held to gain a deeper understanding of the components of our ENDs statements, were done by inviting in content experts in each area. This is driving our vision and day-to-day actions in moving the district forward.

Through our monthly District Newsletter and when appropriate Front Porch Forum (FPF) we are able to direct specific communication to our community.

We have been very diligent in ensuring that the chain of command is being utilized from the correct levels. Superintendent input can be used for this data point.

Conclusion: We report compliance.
Policy 4.2.2:

Create and maintain written governing policies that realistically address the broadest levels of all organizational decisions and situations. Policies will include:

- **Ends**: organizational outcomes, impacts, benefits, recipients, and their relative worth (what good for which recipients at what cost)
- **Executive Limitations**: constraints on executive authority that establish the prudence and ethics boundaries within which all executive activity and decisions must take place
- **Governance Process**: specification of how the board conceives, carries out, and monitors its own task
- **Board-Management Delegation**: how power is delegated and its proper use; the superintendent's role, authority, and accountability

**Interpretation:**

We interpret this to mean that the Board serves our community to provide guidance through policy which guides our school administration for the benefit of our students primarily, but also for the employees, parents, taxpayers, and community. These policies, in the broadest sense, identify the expected Ends or outcomes for our students, provide executive limitations to our leadership, and identify the board's role in our education system, including contract negotiations.

**Data:**

Data based on the on-line Board policies covering each of these areas.

**Conclusion:** We report compliance.

Policy 4.2.3:

*Gain assurance of successful organizational performance on Ends and Executive Limitations.*

**Interpretation:**

We interpret this to mean that we will have metrics/methods in place to ensure that we understand current organizational performance with respect to Ends and Executive Limitations.

**Data:**

With respect to Executive Limitations, we have a solid history of receiving Executive Limitations reports from the Superintendent. Beginning in 2017-2018 school year we will be reviewing all eight EL interpretations each year and they are built into the Annual Board Agenda for forward looking expectations as well as stored on the school website for review of the currently accepted reports.

With respect to the ENDS performance we are in the process of fine tuning our metrics at this time. A portion of the 2017 Annual retreat was spent discussing available and proposed metrics as we begin to put metrics in place for the ENDS statement.

**Conclusion:** We report full compliance for Assurance of Organizational Performance on Executive Limitations and partial compliance concerning organizational performance regarding ENDS.
**Policy 4.2.4:**
*Advocate for legislative change, which positively impacts public education.*

**Interpretation:**
We interpret this to mean we will advocate at the state and local levels when issues arise that affect our district.

**Data:**
Data based on Act 46 involvement in FY16 school year. Direct interaction with state legislatures advocating for increased spending limits for districts who underspend the state average for per pupil spending.

**Conclusion:** We report in compliance.

**Policy 4.2.5:**
*Appoint the external auditor.*

**Interpretation:**
We interpret this to mean that we will appoint the external auditor on a periodic basis. Currently, we are working with a 3 year contract with our Auditor. We understand that we must go out to bid on a regular basis to ensure that we maintain a fresh perspective on our methods. The current contract will be 6 years with the same auditors. When we go out to bid again both price and a need to possibly have a new set of eyes on processes will drive our decisions.

**Data:**
Data based on current contract with Auditor and minutes from meeting when their bid was selected.

**Conclusion:** We report compliance.

**Policy 4.2.6:**
*Operational Decisions which the Executive Limitations policies prohibit the superintendent from making.*

- Determine the expenditure of surplus funds
- Determine the expenditure of long-term reserves
- Determine any closing of buildings as public schools
- Negotiating union contracts
- Conduct fair hearings in its role as a quasi-judicial body

**Interpretation:**
We interpret this to mean that we are responsible for carrying out these activities and that they shall not be relegated to the Superintendent. The Administrative team aids in the decision making process for expenditure of surplus and excess funds, but the ultimate decision rests with the Board. Negotiating contracts and conducting fair hearings are understood to be the role of the Board.

**Data:**
Data based on meeting minutes from Board meetings when these topics are discussed that document the Board decision on these items. The process for Board hearings are only utilized
when necessary after the normal complaint process has followed either contract language or policy.

**Conclusion:** We report compliance.